

WARREN COUNTY COMMISSION

Presiding Commissioner
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Warren County Administration Building
101 Mockingbird Ln., Ste 300
Warrenton, MO 63383

Phone: 636-456-3045
Fax: 636-456-1801

November 11, 2021

Dear Consultant:

The Warren County Commission is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached request for qualifications.

If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 10 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active.

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with the Warren County Commission. The statement of qualification is not included in the total page count limit.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

We request all letters be received by 4:00 pm, Thursday, December 9, 2021 at the office of the Warren County Clerk, 101 Mockingbird Lane, Suite 302, Warrenton, MO 63383.

Sincerely,

Joe Gildehaus
Presiding Commissioner

Attachment

County: WARREN Route: Veterans Memorial Parkway	
Federal Aid No:	TBD
Location:	Warren County Veterans Memorial Parkway @ Archer Road
Proposed Improvement:	Construction of dedicated turn lanes on Veterans Memorial Parkway at Archer Road, construction of a new rail crossing, closing of current rail crossing, construction of Industrial Drive
Length:	Less than 1 mile
Approximate Construction Cost:	\$4,000,000
DBE Goal Determination:	10%
Contact:	Name: Warren County Commission Address: 100 Mockingbird Lane, Warrenton MO 63383 Phone: 636-456-3331 Email: dstotler@warrencountymo.org
Deadline:	4:00 p.m., Thursday, December 9, 2021
Submit: Letter of interest should not exceed 10 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. 5 copies of the letter interest should be received at the address and by the time specified.	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

Experience and Technical Competence -	35	Max Points
Capacity and Capability -	40	Max Points
Past Record of Performance -	25	Max Points

Description of Project Activities & Services Requested:

Roadway

The engineering responsibilities may include but are not limited to the following:

The preparation of Conceptual plans, Preliminary plans, Contract plans and Right of Way Plans. Design services may include, right of way plans, surveying, geotechnical investigations, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, construction support/construction inspection, utility coordination/permits and traffic controls including the preparation of PS&E and final documents.

Construction Inspection

Construction Phase: work with contractor on behalf of the County, assist with preconstruction conference, perform periodic site inspection, prepare change orders, inspect construction materials, check shop drawings submitted by contractor, conduct construction test and inspection, we present during critical construction operations, work with County to do full time inspections and reporting and participate in final inspection.

**REQUEST FOR QUALIFICATIONS
PROFESSIONAL ENGINEERING SERVICES
PRELIMINARY ENGINEERING, DESIGN, AND INSPECTION SERVICES**

The Warren County Commission requests qualifications for preliminary engineering services, subsequent engineering design services, and construction inspection services, to assist in a proposed public facilities project to be partially financed with Community Development Block Grant (CDBG) funds, MoDOT funding, and county funds. The total project cost is estimated to cost \$4,000,000. The project consists of roadway improvements including construction of dedicated turn lanes on Veterans Memorial Parkway, construction of a new rail crossing, construction of Industrial Drive and extension of Liberty Village Drive.

Information provided to the county must include at a minimum:

1. The specialized experience and technical competence of the firm with respect to roadway improvements or related work
2. The capacity and capability of the firm to expeditiously perform the work in question beginning December 15, 2021
3. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules
4. The firm's proximity to and familiarity with the area in which the project is located
5. References from previous clients of related work with the firm within the past five years
6. Documentation of compliance with E-Verify requirements

The firm will be selected based on the above qualifications. Once the most qualified firm is selected, a cost for preliminary engineering will be negotiated separately from the cost for engineering design and inspection services.

Contracting for these two activities shall occur separately and costs/payments associated with each will be clearly defined. Contracts executed for engineering design and construction inspection services shall be contingent upon the award of the grant and commitment of all project funds.

The above information should be submitted no later than 4:00 p.m., Thursday, December 9, 2021 at the Office of the Warren County Clerk, 101 Mockingbird Lane, Warrenton, MO 63383

For more information, contact the county clerk at 636-456-3331

Warren County is an Equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms.