



THE CITY OF ASHLAND, MISSOURI

December 8, 2021

Dear Consultant:

The City of Ashland is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate city office, which is indicated on the attachments. Limit your letter of interest to no more than 3 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 be submitted with your firm's Letter of Interest, or be on file with the City of Ashland. The Request for Qualifications is not included in the total page count limit. Please refer to Exhibit A for location map.

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 5:00 pm, January 6, 2022 at 109 East Broadway, City of Ashland.

Sincerely,

John T. Conway, PE
Civil Engineer

Attachment



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Request for Qualifications

1. City/County: City of Ashland, Boone County, Route – Perry Avenue
2. Federal Aid No: S403001
3. Proposed Improvement: The public improvement designated as Perry Avenue Extension, Boone County, Job No. J5S3590, consists of extending Perry Avenue from Ashley Drive to Industrial Drive.
4. Length: $\pm 1,200$ feet
5. Approximate Construction Cost: $\pm \$628,400$
6. DBE Goal Determination: 0%
7. Consultant Services Required:

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 City, 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, be present during critical construction operations, work with City to do full time inspections and reporting and participate in final inspection.

8. Other Comments: Can you meet our expected deadlines for design during the spring of 2022?
9. Contact: John T. Conway, PE
109 East Broadway, Ashland, MO 65010
573-657-2091
engineer@ashland.mo.us
10. Deadline: January 6, 2022 at 5:00 p.m.



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

Experience and Technical Competence -	50 Maximum Points
Capacity and Capability -	30 Maximum Points
Past Record of Performance -	20 Maximum Points

You are requested to submit 3 copies of your RFQ response.

Exhibit A – Location of Project
City of Ashland

