



Date: 11/13/2024

RE: Request for Expression of Interest: Fairgrounds and Friedens Signalization

Dear Consultant:

The City of Saint Charles has interest in securing professional services for work associated with:

Fairgrounds and Friedens Signalization

Friedens and Fairgrounds are two major collector roads and this intersection has a history of accidents. With the development of Riverpointe, it is expected that traffic through this intersection will increase in the coming years which will exacerbate the existing problem. This project will alter the geometry to the intersection to add a turn lane on Friedens and evaluate whether the existing right turn lane is necessary. It will install a 4-way signal across the 5 lanes of Friedens and 3 lanes of Fairgrounds. This project will connect to the GGL system through City fiber system that terminates at the adjacent Fire house #2.

Tentative Project Schedule:

Design NTP – January 2025

Final PS&E – January 2027

Bid Opening – April 2027

Construction Completed – April 2028

The estimated total cost of this project is \$1,160,000

To be considered for this project your written response (mail or email, 2 written pages max.) must be received by no later than **2 p.m. on 11/27/2024**. In your letter please describe why you are interested in the project and why you feel that you are most qualified to complete the proposed project. After all responses are received City Staff will select the 3 most qualified firms based on scoring of your prequalification packet and your response letter.

The prequalification scoring will be based on the following criteria:

- Experience in work required – 10 points
- Record of the firm accomplishing the work on other projects in the required time – 5 points
- QA/QC Program – 5 points
- Recent experience showing accuracy of construction project cost estimates – 10 points

- Project Management Philosophy and Approach – 5 points

The selected 3 firms will then be requested to submit a qualifications based Request for Proposal (RFP) on the project. These proposals will be ranked and the project will then be negotiated with the highest rated firm.

Additional information relating to the proposed project scope will be distributed during the RFP stage of this project solicitation including the Project Charter. Staff will not address project specific questions during the expression of interest solicitation but will during the RFP stage.

It is the responsibility of the consultant to ensure their prequalification packet is up-to-date. Updates or supplements to the prequalification packet that are to be considered in the current scoring will be accepted up to one week prior to the EOI submittal deadline. For information regarding the prequalification and consultant selection process, please refer to <https://www.stcharlescitymo.gov/608/Consultant-Information>.

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 City of St. Charles. 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.

The DBE PE Goal for this project is: **8%**

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.

If your firm would like to be considered for this project, please submit a written Expression of Interest or email to the following contact:

Alex Weidenbenner
Project Manager
City of Saint Charles
200 North Second Street, Room 202
St. Charles, MO 63301
Alex.weidenbenner@stcharlescitymo.gov

We thank you for your interest in working with the City of Saint Charles.

Sincerely,

**Department of
Engineering**

City of Saint Charles
200 North Second Street
Saint Charles, MO 63301
636.949.3237
www.stcharlescitymo.gov

Alex Weidenbenner
Project Manager

Cc: James Gillam, P.E., Assistant City Engineer – Design

City of St. Charles, Fairgrounds and Friedens Signalization	
Federal Aid No:	CMAQ – 7306(603)
Location:	Fairgrounds and Friedens Signalization
Proposed Improvement:	Add a signal to the intersection of Fairgrounds and Friedens.
Length:	Approximately 500 feet
Approximate Construction Cost:	\$1,160,000
DBE Goal Determination:	8%
Consultant Services Required:	<p>The engineering responsibilities may include but are not limited to the following:</p> <p>The preparation of Conceptual plans, Preliminary plans, Contract plans. Design services may include environmental and historic preservation services/permits, job special provisions, construction estimates, utility coordination/permits, surveying, roadway design, striping plans, right-of-way plans, community engagement, assisting with the bidding process, construction support/construction inspection, and traffic control plans, including the preparation of PS&E and final documents, project administration and management.</p>
Other Comments:	
Contact:	<p>Alex Weidenbenner Project Manager City of St. Charles 200 North Second Street, Room 202 St. Charles, MO 63301 Phone: (636) 949-3536 Alex.weidenbenner@stcharlescitemo.gov</p>
Deadline:	2PM, Wednesday November 27, 2024
Submit: <ul style="list-style-type: none"> • Statement of Qualifications • Affidavit of Compliance with the federal work authorization program • E-Verify Memorandum of Understanding 	