



Date: June 27, 2025

Dear Consultant:

The City of Washington 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 office, which is indicated on the attachments. Limit your letter of interest to no more than 5 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 with City of Washington. 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](http://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 12:00 pm, CDT on Wednesday, August 6, 2025 at the office of:

Engineering Department  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

The RFQ shall be delivered in a sealed envelope with "RFQ – E Fifth Street Roadway and ADA Improvements Project" clearly marked on the outside.

Sincerely,

Charles Stankovic, PE  
City Engineer

<b>City of Washington, Project: E Fifth Street, Willows Court to Old Highway 100 Roadway and ADA Improvement</b>	
Federal Aid No:	STBG-6400(632)
Location:	E Fifth Street from Willows Court to Old Highway 100
Proposed Improvement:	Addition of ADA sidewalks length of project on west side and portion of east side from Old Highway 100 south to new multi-family development. Includes adding sidewalk to existing bridge. A two-inch asphalt resurfacing with full width cold mill. Reconfiguration of lanes to include center dual turn lane. Storm sewer improvements.
Length:	0.35 miles
Approximate Construction Cost:	\$1,290,108
DBE Goal Determination:	8 %
Consultant Services Required:	<i>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, ADA compliance survey, subsurface utility exploration, bridge load rating analysis, public involvement, environmental and historic preservation services/permits, Right-of-way acquisition, contract documents, assisting with the bidding process, construction oversight / construction inspection, utility coordination/permits and traffic controls, including preparation of PS&amp;E and final documents.</i>
Other Comments:	Submit 4 copies of RFQ
Contact:	Charles Stankovic, PE 405 Jefferson Street Washington, MO 63090 636-390-1014 cstankovic@washmo.gov
Deadline:	12:00 pm, CDT on Wed, Aug. 6, 2025

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

Experience and Technical Competence -	30	Max Points
Capacity and Capability -	25	Max Points
Availability of staff assigned to the project	10	Max Points
Past Record of Performance -	25	Max Points
Outline consultants QA/QC plans	10	Max Point