

December 20, 2019

Dear Consultant:

The **City of Ferguson** 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 25 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 **City of Ferguson**. 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 2:00 pm, (01/10/2020) at **City of Ferguson, 110 Church Street, Ferguson, MO 63135**.

Sincerely,

Matthew Unrein
Assistant City Manager

Attachment

City/County <u>City of Ferguson, MO</u> Route <u>Frost Ave</u>	
Federal Aid No:	STP-5583(608)
Location:	Frost Avenue
Proposed Improvement:	Resurfacing Frost Avenue from Ford Drive to Florissant Road
Length:	0.50 miles
Approximate Construction Cost:	\$ 256,900.00
DBE Goal Determination:	16%
Consultant Services Required:	<p>Roadway & Sidewalks 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.</p> <p>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.</p>
Contact:	Name: Matthew Unrein Address: 110 Church St – City Hall Ferguson, MO 63135 Phone: 314.524.4724 Email: munrein@fergusoncity.com
Deadline:	
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed <u>25</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>3</u> 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. Additional criteria can be added with the approval of Central Office Design- MoDOT.

Experience and Technical Competence -	__20__	Max Points
Capacity and Capability -	__10__	Max Points
Past Record of Performance -	__20__	Max Points