

City of Jefferson

Department of Public Works
320 E. McCarty St.
Jefferson City, MO 65101



Eric J. Struempf, Mayor

Matthew Morasch, P.E., Interim Director
Phone: 573-634-6410
Fax: 573-634-6562

September 11, 2013

Dear Consultant:

The City of Jefferson 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 ten 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 City of Jefferson. 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, October 1, 2013 at City of Jefferson, Office of the Purchasing Agent, 320 E. McCarty Street, Jefferson City, MO 65101. The letters shall be submitted in a sealed envelope bearing the address above and referencing RFQ #2703.

Sincerely,

A handwritten signature in black ink that reads 'David Bange'.

David Bange, P.E.
Engineering Supervisor

Attachment

<i>City of Jefferson; Highway 54, Jefferson, Christy, Stadium, and Monroe</i>	
Federal Aid No.: STP-3111 (509)	
Location:	The area in and around the convergence of Highway 54, Jefferson Street, Christy Drive, Stadium Boulevard, Monroe Street, and Tanner Bridge Road in Jefferson City, Missouri
Proposed Improvement:	Improvements to the intersections of the on and off ramps of Highway 54 with Jefferson Street and Christy Drive; Jefferson Street and Stadium Boulevard; Stadium Boulevard and Christy Drive; Stadium Boulevard and Monroe Street, Christy Drive and Tanner Bridge Road; Tanner Bridge Road and Monroe Street; and Monroe Street and Woodlawn Avenue; including the roadways leading to and connecting said intersections.
Length:	5,000 feet
Approximate Construction Cost:	\$2,200,000
DBE Goal Determination	12.0%
Consultant Services Required:	<p>The engineering responsibilities may include but are not limited to the following:</p> <p>A traffic study of existing traffic volumes and traffic patterns, and projections of future traffic volumes and traffic patterns. Project scoping, cost estimating, and project phasing based on findings of the traffic study. The preparation of Conceptual plans, Preliminary plans, Traffic Control plans with phasing, and Right of Way plans.</p> <p>Design services may include, right of way plans, right of way descriptions, 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 services may include, assistance with with preconstruction conference, perform periodic site inspection, inspect construction materials/materials testing, check shop drawings submitted by contractor, conduct construction test and inspection, be present during critical construction operations, and prepare as built drawings.</p>
Other Comments:	
Contact:	<i>City of Jefferson Office of the Purchasing Agent 320 E. McCarty Street Jefferson City, MO 65101 (573) 634-6325 tstephenson@jeffcitymo.org</i>
Deadline:	4:00 pm, October 1, 2013

Submit

- Letter of interest should not exceed ten pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Six copies of the letter interest should be received at the address and by the time specified.

The following criteria will be the basis for selection.

Experience and Technical Competence -	Max Points	40
Capacity and Capability -	Max Points	30
Past Record of Performance -	Max Points	30