



Date: January 9, 2024

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, 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 Friday, February 9, 2024 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 – Hwy 100/Rabbit Trail Intersection Improvement and Phoenix Center Drive Relocation" clearly marked on the outside.

Sincerely,

Charles Stankovic, PE
City Engineer

City of Washington, Project: Hwy 100/Rabbit Trail Intersection Improvement and Phoenix Center Drive Relocation	
Federal Aid No:	CMAQ-6400(628)
Location:	Intersection of Hwy 100, Rabbit Trail Dr. and International Ave.
Proposed Improvement:	Relocating Phoenix Center drive connection to Rabbit Trail south. Adding right turn lane from SB International Ave to Hwy 100. Additional ADA sidewalk and other intersection improvements
Length:	0.11 miles
Approximate Construction Cost:	\$1,617,200
DBE Goal Determination:	10%
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, public involvement, environmental and historic preservation services/permits, Right-of-way acquisition, contract documents, assisting with the bidding process, construction support / construction inspection, utility coordination/permits and traffic controls, including preparation of PS&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 Friday, February 9, 2024

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