FENTON
CITY OF PARKS

April 8, 2016

Dear Consultant,

The City of Fenton is requesting the services of a consultant 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 10 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 the project, the backgrounds of those individuals, and other projects your company has completed or are now active.

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's Statement of Qualifications (RSMo8.285 through 8.291) and an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15020) be submitted with your firm's Letter of Interest.

We request all responses be received by 3:00pm CST April 25, 2016, at the City of Fenton City Hall, 625 New Smizer Mill Rd. Fenton, MO 63026.

Sincerely,

Matthew Budd
Director of Public Works

Attachment

City of Fenton • 625 New Smizer Mill Road • Fenton, MO 63026-3597 • (636) 343-2080 FAX (636) 343-1183

City of Fenton Gravois Road Phase II Replacement	
Federal Aid No.:	STP-5543(604)
Location:	Gravois Rd
Proposed Improvement:	Roadway Reconstruction
Length:	.4 miles
Approximate Construction Cost:	$1,700,000
DBE Goal Determination:	11%
Consultant Services Required:	The engineering responsibilities may include but are not limited to the following: The preparation of Conceptual plans, Preliminary plans,Contract plans. Design Services may include, right of way plans, surverying, geotechnical investigations, subsurface utility exploration, public involvment, environmental and historical preservation, services/permits, 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, drafting of easement/row documents.
Other Comments:	Submit 3 copies of RFQ
Contact	Matthew Budd 625 New Smizer Mill Rd. Fenton, MO 63026 636-349-8155 mbudd@fentonmo.org
Deadline	April 25, 2016

Pursuant to the brooks act for Consultant Selection; the following criteria will be the basis for selection. Additional criteria may be added with the approval of Central Office Design

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