County of Jefferson

State of Missouri
Maple Street Annex
725 Maple Street · PO Box 100
Hillsboro, Missouri 63050

Ken Waller
County Executive

DEPARTMENT OF PUBLIC WORKS
Jason Jonas, P.E. - Director
Kristy Yates, P.E. - Deputy Director

Telephone: 636-797-5340 · Fax: 636-797-5565
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William E. Blackwell
Highway Division Superintendent
797-5340

John T. Zulpo, Jr.
Technical Division Superintendent
797-5342

David C. Mikusch
Fleet Services Manager
797-6017

Kerry W. Rogers
Facilities Services Manager
797-5311

March 7, 2013

Dear Consultant:

The Jefferson County Department of Public Works 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 4 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.

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 Qualification (RSMo 8.285 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 60-15.020) be submitted with your firm's Letter of Interest.
It is also required that your firm be prequalified with MoDOT and listed in MoDOT's Approved Consultant Prequalification List.

We request all letters be received by 4:00 pm, March 29, 2013 at the Jefferson County Department of Public Works, PO Box 100, Hillsboro, Missouri 63050.

Sincerely,

Jason Jonas, P.E.
Director of Public Works

Attachment

Jefferson County, Romaine Creek Road Bridge Replacement	
Federal Aid No.:	BRM-5403 (654)
Location:	Romaine Creek Road
Proposed Improvement:	Bridge Replacement
Length:	0.02 miles
Approximate Construction Cost:	$245,800
DBE Goal Determination	10 %
Consultant Services Required:	Bridge: Consultant will be responsible for preparation of preliminary plans, right of way and easement plats, final construction plans and technical specifications. As part of preparing the plans the consultant may need to perform field surveys, archaeological studies and geotechnical investigations
Other Comments:	
Contact:	Jason Jonas Director of Public Works PO Box 100 Hillsboro, MO 63050 636-797-5369 jjonas@jeffcomo.org
Deadline:	March 29, 2013 at 4:00 pm

Submit

- Letter of interest should not exceed four (4) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Five (5) copies of the letter of 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

Experience and Technical Competence -	30 Max Points
Capacity and Capability -	30 Max Points
Past Record of Performance -	40 Max Points
Total Score -	100 Max Points