

August 4, 2017

TOWN OF LEDYARD

REQUEST FOR LETTERS OF INTEREST - #2018-03

STATE PROJECT NUMBER 71-93

The Town of Ledyard is seeking to engage the services of a Consulting Engineering firm to provide engineering services for the preparation of contract plans and documents for the following transportation project: State Project No. 71-93 – Shewville Road Guiderail Improvements

The project shall include but not be limited to removal of existing guiderail and installation of new guiderail. The Consulting Engineering firm selected may also be required to provide surveying, prepare environmental documents, and perform construction inspection and administration. The projected construction cost is expected to be in the range of \$350,000.

Firms responding to this request should be of adequate size and sufficiently staffed to perform the assignment described above. The Consulting Engineering firm will be evaluated and selected based on design and technical competence, the capacity and capability to perform the work within the time allotted, past record of performance, and knowledge of Federal, State, and Municipal procedures, appropriately weighted in descending order of importance.

The design fee will be negotiated on a Lump Sum basis.

The Design Contract may be subject to a Disadvantaged Business Enterprise (DBE) Goal to be determined by the Connecticut Department of Transportation. The selected firm must meet all Municipal, State, and Federal affirmative action and equal employment opportunity practices.

A letter of interest, together with general information of the firm and proposed sub-consultants, the firm's brochure, experience of the firms, and resumes of key personnel shall be submitted in a sealed envelope clearly marked "**LETTER OF INTEREST #2018-03: SHEWVILLE ROAD GUIDERAIL ENGINEERING**" and addressed to: Town of Ledyard, 741 Colonel Ledyard Hwy, Ledyard, CT 06339. Additionally, all interested firms must submit a detailed statement including the organizational structure under which the firm proposes to conduct business. Proposed sub-consultants should be clearly identified. The relationship to any "parent" firm or subsidiary firm, with any of the parties concerned, must be clearly defined.

Personnel in responsible charge of the projects will be required to possess and maintain a valid Connecticut Professional Engineer's License. All letters of interest must be postmarked by a U.S. Post Office (if mailed) or brought to the Town of Ledyard, 741 Colonel Ledyard Hwy, Ledyard, CT 06339 at the above address (if hand delivered) no later than 2:00 p.m. on Thursday, August 31, 2017. Responses received or postmarked after this date will not be considered.

Please direct any questions to Steve Masalin at public.works.director@ledyardct.org.

Marcia Hancock
Director of Finance

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER