Print Form

Letter of Interest
Attachment # 4

Project Number _____ City/County _____

Consultant Name _____

Address _____

City _____ State _____ Zip Code _____

The Kansas Dept. of Transportation (KDOT) has initiated a program where Cities and Counties have the option of hiring a consultant to perform certain Construction Engineering duties on projects developed under local jurisdiction. In order to carry out our construction program, we must augment our staff by soliciting interest from consulting firms to perform the Construction Engineering duties on the above noted projects. The purpose of this letter is to determine if you wish to be considered.

We intend to follow the procedures outlined in KDOT BRUD Memo 84-4 in our selection and negotiation with a consultant. Attached for your review is detailed in formation describing the project which we are soliciting interest from consultants.

If your firm is interested in being considered for this you must respond by _____

With your letter of reply you should include the following information relative to the category of work proposed.

1. Copy of the current KDOT Form 1050 , Consulting Engineer Qualifications and Questionnaire
2. A signed and notarized copy of the Certification by Prospective Participants as to Current History Regarding Debarment, Eligibility, Indictments, Convictions or Civil Judgements.
3. Capabilities of the Firm.
4. List of qualified personnel including work history.
5. Office Locations
6. References.
7. Other pertinent information

From those firms expressing interest, the Selection Committee will select a list of the three to five of the most qualified. Those firms not selected will be notified by letter. A Negotiation Committee will review the qualifications and select one with which to begin negotiations. After a proposal has been given our approval, the remaining firms will be notified by letter. The proposal will be submitted to KDOT and an agreement will be prepared.

Sincerely,

_____

Revised 8/2007