

# City of Marshfield, Missouri

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## **Request for Statement of Qualifications**

The City of Marshfield, Missouri, is requesting Statements of Qualifications from qualified engineering firms for the completion of a study to determine the feasibility of an additional interchange on Interstate 44 near the City of Marshfield, Missouri. The study will include the determination and justification of appropriate location, as well as an Environmental Impact Study (EIS).

The study is being conducted through an STP-Urban Agreement with the Federal Highway Administration and the Missouri Department of Transportation, Project STP-9900(938).

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at [www.modot.gov](http://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 be on file or submitted with your letter of interest (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.

### **Proposals submitted must contain the following:**

1. Types of services offered by the submitting firm, and related experience, including specialized experience and technical competence with respect to the types of services described above.
2. Your firm's history of completing related projects on time and on budget.
3. Your firm's proximity to and familiarity with the City of Marshfield.
4. The name and qualifications of key individuals, by specialty.
5. Your firm's accuracy in estimating project costs.
6. Your firm's experience with cities with populations of 10,000 or less.
7. Your firm's most three recent projects in each specialty.
8. Experience in working together (for single submissions by multiple firms).
9. List of references (minimum five, local government preferred).
10. Any other information that your firm believes to be relevant.

The City will review submittals as services are needed. The City is not responsible for any costs associated with the preparation of this information. The City reserves the right to reject any informalities and to reject any or all proposals. **Any submittals which include costs of services for any type of project will be disqualified.**

**Submit ten (10) written, bound copies of your firm's submittal hand-delivered or by USPS/currier no later than the close of business (4:00 p.m.) on Wednesday, July 21, 2010, to Dan McMillan, City Administrator, City of Marshfield, 798 S. Marshall St., Marshfield, MO 65706. Any questions should be directed to Mr. McMillan at (417) 859-7660, or e-mail [dbamarsh@marshfieldmo.gov](mailto:dbamarsh@marshfieldmo.gov). Faxes or electronic submittals will not be accepted. **Submittals shall not include cost of services for any type of project.****

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