



August 10, 2009

Dear Consultant:

The City of Cuba 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 20 pages. This letter should include a statement to indicate why your firm is interested in the project. It should also include any other 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 certified by the Missouri Department of Transportation 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 projects they feel can be managed by their firm.

We request all letters be received by 4:00 pm, September 21, 2009 at Cuba City Hall, ATTN: Bob Baldwin, 202 N. Smith Street, Cuba, Missouri 65453. No faxes please.

Sincerely,

A handwritten signature in blue ink that reads "Bob Baldwin".

Bob Baldwin
Director of Public Works

Attachment

City of Cuba/Crawford County

Federal Aid No:	STP9900(937)
Location:	City of Cuba
Proposed Improvement:	Thoroughbred Drive Sidewalk
Length:	
Approximate Construction Cost:	\$119,738
Consultant Services Required:	Preliminary plans, Right-of-way plans for Thoroughbred Drive sidewalk.

Other Comments:

The City of Cuba is implementing a bike trail grant and soliciting proposals of statement of qualifications from qualified engineering firms to provide Preliminary Engineering and Inspection services. The proposed design work will include:

1. Providing design drawings to assist the City with new construction of a bike trail sidewalk.
2. Assisting the City with the preparation of construction permit from MoDOT
3. Assisting the City with the preparation of easement drawings, documents and the acquisition of right of way easements when required.
4. Upon receipt of construction authorization from MoDOT, making final corrections resulting from reviews by agencies involved, and provide an adequate number of plans, specifications and bid documents to the City.
5. Providing the City with a list of qualified area bidders and assist in advertising for bids.
6. Assisting the City in requesting concurrence in award from MoDOT

Proposals should include a statement of qualifications related to work identified, individual experience of the staff to be assigned, firm's experience with municipal public works projects and the requirement of the Federal Highway Administration, Americans with Disabilities Act, the Missouri Department of Transportation and Local Public Agency Process.

Contact:	Bob Baldwin 202 N. Smith St., PO Box K, Cuba, MO 65453 573.885.6453 publicwk@fidnet.com
Deadline:	4:00 pm September 21, 2009