



February 17, 2011

Dear Consultant:

The City of Higginsville 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 3 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. The DBA goal for this project has been set at 0%

The City of Higginsville will evaluate firms based on a) experience and competence, b) the capacity of the firm to perform the work in the timeframe needed, c) past performance, and d) proximity to and familiarity with the project area. (23 CFR 172 Administration of Engineering & Design Related Service Contracts and RSMo 8.285 through 8.291)

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.

We request all letters be received by 2:00 pm, 03/14/2011 at City Hall, 1922 Main, Higginsville, MO

Sincerely,

Donna Brown

Donna Brown

Economic Development Director

Attachment

<i>City/County Higginsville, Route- Fairground Avenue</i>	
Federal Aid No.:	STP-3400 (426)
Location:	Fairground Avenue /Hwy 13 Business Route
Proposed Improvement:	Demolition and new construction of approximately 3856' of sidewalk, 4' wide and 4" thick. Also included in the improvements will be the removal of approximately 429' of an evergreen hedge that will be replaced with a 4' black PVC Coated Chain Link Fence.
Length:	3856'
Approximate Construction Cost:	\$148, 900.00
DBE Goal Determination	0%
Consultant Services Required:	Preliminary, Right of Way, and Final Plans Project Letting and Material Testing Construction Engineering and Inspection Services
Other Comments:	Experience utilizing Federal Funds and the MoDOT LPA process preferred
Contact:	Donna Brown 1922 Main, P O Box 110, Higginsville, MO 64037 660-584-6771 ecdevdir@ctcis.net
Deadline:	2:00 p.m., 03/14/2011