City of
SAINT ROBERT
Missouri

194 Eastlawn Avenue, Suite A
Saint Robert, Missouri 65584
573-451-2000 (Phone)
573-336-5714 (Fax)
www.saintrobert.com

November 17, 2010

Dear Consultant:

The City of St. Robert 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 three (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 in.

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 City of St. Robert 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 1:00 pm, December 6, 2010 at City of St. Robert, 194 Eastlawn Avenue, Suite A, St. Robert, MO 65584.

Sincerely,

Alan L. Clark
City Administrator
City of St. Robert

Attachment – Project Description Pg 1,2.

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City/County: St. Robert/Pulaski	*Route: I-44 and*
Federal Aid No.:	STP 9900(948) and STP Small Urban Funding Grant
Location:	Interstate I-44 and State Route Y near Interstate Exit 161
Proposed Improvement:	The proposed project will install an 8'wide pedestrian pathway and associated bridge over Interstate 44, connecting pedestrian travel ways north and south of the interstate to provide a continuous path by which persons can access retail, lodging, services and employment on both sides of the interstate.
Length:	200' of free-span bridge and abutments. 1,600 ft. of 8' wide concrete pedestrian walkway.
Approximate Construction Cost:	*$840,000*
Consultant Services Required:	Design Engineering: Provide design and rights-of-way plans for a 200 foot free-span pedestrian bridge over Interstate 44 with a width designed to meet MoDOT/FHWA standards for adjoining walkways with a minimum 17.5 foot clearance over the Interstate and secured on reinforced concrete abutments. Location to be just west of the existing Interstate 44 overpass exit 161 complete. Design and rights-of-way includes 8' wide adjoining concrete walkways connecting pedestrian travel ways at St. Robert Blvd. to the north and the I-44 Business Loop/Missouri Avenue intersection to the south. Design Engineering shall include all permits, CORE team reviews and associated modifications; survey and drafting of easements for rights-of-way acquisition, if required, and assisting the city in requesting concurrence in award authority from MoDOT in accordance with current LPA/FHWA requirements. Construction Engineering: Provide advertisement for bids and assist in solicitation of bidders; arrange and administer prebid meeting including agenda and minutes; address all questions, clarifications and resulting addenda; attend and administer bid opening, tabulate and review required documents; compile and submit bids and associated documents with recommendation to LPA and MoDOT for review and approval of low bid. Upon MoDOT approval, administer contract execution; arrange pre-construction meeting; review shop drawings/submittals; provide notice to proceed to contractor; provide field inspection/quality control of contractor work; provide initial stakeout/control for contractor; perform wage interviews and progress reports; verify contract quantities of payable items and associated change orders necessary for review and submittal of pay requests; provide and administer progress reports and meeting minutes; provide final/substantial inspections, punch lists, and closure documents.

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Other Comments:	
Contact:	*Alan L. Clark, City Administrator* *194 Eastlawn Avenue, Suite A* *(573) 451-2000, extension 1112* *aclark@saintrobert.com*
Deadline:	*December 6, 2010 at 1:00 PM*