



East Prairie

M I S S O U R I

219 N Washington, East Prairie, Missouri 63845

www.eastprairiemo.net

April 1, 2019

Dear Consultant:

The City of East Prairie 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. It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with the City of East Prairie. The statement of qualification is not included in the total page count limit.

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.

It is required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

We request all letters be received by 2:00 p.m.- Friday, April 19th, 2019 to:

City of East Prairie
219 N. Washington
East Prairie, MO 63845
ATTN: City Administrator

Sincerely,

Dennis Presley
City Administrator

Attachment

City/County: East Prairie / Mississippi County Route: MO 80	
Federal Aid No:	TAP-9900(086)
Location:	West side of Washington Ave. from Main Street North to Highway 105, crossing Highway 105 and tying into an existing sidewalk on Pearl St.
Proposed Improvement:	Sidewalks, ADA compliant ramps, and lighting improvements. Design must be compatible with work recently completed on Main and Lincoln Streets.
Length:	1,730'
Approximate Construction Cost:	\$287,587.00 Projected Construction Cost
DBE Goal Determination:	0% (zero)
Consultant Services Required:	<p><i>The engineering responsibility may include but are not limited to:</i></p> <p><i>Field Survey, right - of- way determination along route, preparation of conceptual plans, preliminary plans, contract plans and specifications and permits, coordination with MoDOT throughout final design submittal for ADA compliant sidewalks and lighting.</i></p> <p><i>Coordination of contract bidding, opening and award documentation. Assist in preparation of final contract documents and selected contractor.</i></p> <p><i>Assist in inspection of work, construction inspection keeping a field diary and material testing as needed. Submit reports and other required by MoDOT.</i></p> <p><i>Review and recommend action on pay request submitted by the contractor. Keep record of materials installed and certifications required. Assist the city additionally with project matters as needed to final completion.</i></p>
Other Comments:	N/A
Contact:	Name: Dennis Presley, City Administrator Address: 219 N. Washington East Prairie, MO 63845 Phone: 573-649-3057 x 1 Email: cityadministrator@eastprairiemo.net

Deadline:	2:00 p.m. - Friday, April 19th, 2019
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed three (3) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Ten (10) copies of the letter of interest should be received at the address and by the time specified. 	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection. Additional criteria can be added with the approval of Central Office Design- MoDOT.

Experience and Technical Competence -	30	Max Points
Capacity and Capability -	30	Max Points
Past Record of Performance -	40	Max Points