



City of New Haven

101 Front Street
PO Box 236
New Haven, MO 63068



June 9, 2021

Dear Consultant:

The City of New Haven 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. 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 City of New Haven. 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 pm, (07/6/2021) at 101 Front Street, New Haven, MO 63068.

Sincerely,

Kathleen A. Trentmann
City Administrator

Attachment

City of New Haven	Route Downtown (Front, Miller, Main & Olive)
Federal Aid No: STP-9901(633)	
Location:	Downtown New Haven
Proposed Improvement:	Reconstruction and improvements of the existing roadways, complete with improved street base and asphalt surfacing, utility relocation and improvements, and storm water control improvements; construction and improvement of existing streetscape elements, including new and improved sidewalks, pedestrian access and accommodations, and traffic calming curb bumpouts.
Length:	1,722 feet
Approximate Construction Cost:	\$908,208
DBE Goal Determination:	0 %
Consultant Services Required:	Work with contractor on behalf of the City, assist with preconstruction conference, perform periodic site inspection, prepare change orders, inspect construction materials, check shop drawings submitted by contractor, conduct construction test and inspection, be present during critical construction operations, work with City to do full time inspections and reporting and participate in final inspection.
Other Comments:	
Contact:	Name: Kathleen A. Trentmann Address: 101 Front St, New Haven, MO 63068 Phone: 573-237-2349 Email: kathy.trentmann@newhavenmo.org
Deadline:	
<ul style="list-style-type: none"> Submit: Letter of interest should not exceed <u>3</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>one (1)</u> copies of the letter 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