



# City of Ozark

## Department of Public Works

207 E. Brick St. Ozark, Missouri 65721 \* Phone: 417-581-1702 \* Phone: 417-581-0353 \* [www.ozarkmissouri.org](http://www.ozarkmissouri.org)

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August 2, 2021

Dear Consultant:

The City of Ozark 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 City of Ozark. 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](http://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 3 pm, (8/18/2021) at 205 N. 1st St. Ozark, MO 65721.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeremy Parsons".

Jeremy Parsons  
Public Works Director  
City of Ozark

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|--|---|
| <b>City/County-</b> Ozark, Missouri (Christian County) <b>Route:</b> Chadwick Flyer Trail  |   |
| Federal Aid No:  | STBG-9901 (827)   |
| Location:  | Clay St. (north) to OC Parking Lot (south) & Trail south of Route 14 (south) @ Ozark Middle School to 12 <sup>th</sup> St. (north)  |
| Proposed Improvement:  | Construction Inspection on New Trail and associated improvements.   |
| Length:  | Approximately 4,156 feet  |
| Approximate Construction Cost:   | \$930,000   |
| DBE Goal Determination:  | 0%  |
| Consultant Services Required:  | Construction inspection services for the proposed concrete trail construction and associated improvements including, grading, drainage, lighting, fencing, and retaining wall.          |
| Other Comments:  |   |
| Contact:   | Name: Jeremy Parsons<br>Address: 205 N. 1 <sup>st</sup> St. Ozark, MO 65721<br>Phone: 417-581-2407<br>Email: <a href="mailto:jparsons@ozarkmissouri.org">jparsons@ozarkmissouri.org</a> |
| Deadline:  | 3 pm, 8/18/2021   |
| <ul style="list-style-type: none"> <li>• 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. Four (4) copies of the letter interest should be received at the address and by the time specified.</li> </ul> |   |

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

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