



City of Russellville

13203 Railroad Avenue • P.O. Box 128 • Russellville, MO

RFQ 04.2022

Sidewalk Connectivity Project

The City of Russellville is requesting the services of a consulting engineering firm to perform the described professional services for the City's ADA Compliant Sidewalk Connectivity Project. Limit your Letter of Interest to no more than 5 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 Russellville. The Statement of Qualifications is not included in the Letter of Interest 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.

Letters of Interest and Statements of Qualifications must be received no later than **4:00 PM, MONDAY, OCTOBER 31, 2022** at the office of the City Clerk. RFQ's should be mailed to: Russellville City Clerk, P O Box 128, Russellville, MO 65074; or for UPS/FedEx delivery: Russellville City Clerk, 13203 Railroad Avenue, Russellville, MO 65074. Please provide six (6) bound copies of your response. Please contact city clerk for Preliminary cost estimates and drawings.

Jan Wyatt
Russellville City Clerk

Attachment

City/County	Cole	Route
Federal Aid No:	TAP Project 9901(526).	
Location:	Russellville	
Proposed Improvement:	Sidewalk Connectivity Project	
Length:	1,815 FT	
Approximate Construction Cost:	\$308,070	
DBE Goal Determination:	5 %	
Consultant Services Required:	<p>Sidewalks The engineering responsibilities may include but are not limited to: The preparation of Conceptual plans, Preliminary plans, Contract plans, Right of Way Plans, preparing and submitting necessary permits, contract documents, assisting with the bidding process for ADA compliant sidewalks and preparation of PS&E and final documents.</p> <p>Construction Inspection Construction Phase: work with contractor on behalf of the County, 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 County to do full time inspections and reporting and participate in final inspection.</p>	
Other Comments:	<p>This project is part of a much larger corridor project. Russellville has been awarded a Small Communities grant along with TAP to add sidewalks with needed storm water control, crosswalks, intersection improvements at Simpson and Railroad Ave, and a road overlay. This project will provide better access to town amenities for elderly and disabled, as well as provide safer off-street connectivity between schools for children.</p>	
Contact:	Name: Jan Wyatt, City Clerk Address: 13203 Railroad Avenue; P O Box 128; Russellville, MO 65074	

	Phone:573-782-3511 Email:clerk.russellvillemo@outlook.com
Deadline:	4:00 PM Monday, October 31, 2022
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed <u>5</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>Six (6)</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.

Experience and Technical Competence -	50____	Max Points
Capacity and Capability -	25____	Max Points
Past Record of Performance -	25____	Max Points