



City of St. Martins
6909A BUSINESS 50 WEST
JEFFERSON CITY, MISSOURI 65109
573-893-6465

November 9, 2022

Dear Consultant,

The City of St. Martins 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 10 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 Qualifications (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest or be on file with the City of St. Martins. 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 noon, November 29, 2022, at St. Martins City Hall, 6909A Business 50 West, St. Martins, Mo. 65109.

Sincerely,

Doug Reece
City Administrator

Attachment

City/County <u>St. Martins/Cole</u>	Route <u>Bus. 50 West</u>
Federal Aid No:	9901(523)
Location:	St. Martins, Mo.
Proposed Improvement:	Extend existing Bike/Ped lanes on Bus. 50 from west of Carel Rd to Henwick Lane and add pedestrian crossings at Bus. 50 West & Henwick
Length:	1500 Ft
Approximate Construction Cost:	\$500,000
DBE Goal Determination:	5 %
Consultant Services Required:	<p>Existing roadway improvements with the addition of Bike/Pedestrian lanes in each direction – Design services may include right-of-way plans, surveying, geotechnical investigations, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, construction support/construction inspection, utility coordination/permits and traffic controls, including the preparation of PS&E and final documents for roadway as well as Bike/Pedestrian friendly shoulder improvements.</p> <p>Construction Inspection Construction phase: work with contractor on behalf of St. Martins, 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 Cole County to do full-time inspections and reporting and participate in the final inspection.</p>
Other Comments:	
Contact:	Name: Doug Reece Address: 6909A Business 50 West, St. Martins, Mo. 65109 Phone: 573-230-9105

	Email: rdoug48@gmail.com
Deadline:	Noon on November 29, 2022
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed <u>10</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>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