



November 21, 2022

Dear Consultant:

The City of Moberly is requesting the services of a consulting engineering firm to perform the described professional services for the project included in the attachments. 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. Please limit your letters of interest to no more than 3 pages per project. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to the project, the backgrounds of those individuals, and other projects your company has recently completed or are now active, previous federally funded project experience, CMAQ, STP and MODOT Cost Share-specific experience.

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. DBE goals are listed on the attachments.

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.

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020) be submitted with your firm's Letter(s) of Interest. These documents are not included in the total page count limit.

We request all letters be received by 10:00 a.m. local time on December 22, 2022. Letter of interest should not exceed three pages total. A page is defined as 8-1/2 by 11 inches and printed on one side.

The City requires one original copy of the letter of interest and all supporting documentation with a copy of all documents contained on a flash/thumb drive delivered in an envelope labeled "RFQ – S. Morley Widening/Cost Share" to:

Shannon Hance, City Clerk 101 W. Reed Street Moberly, MO 65270. Phone 660-269-7652

Sincerely,

Tom Sanders

Tom Sanders, Public Works Director, City of Moberly
Office: 660.269.7644 Email: tsanders@cityofmoberly.com

Any questions regarding the project may be submitted to the City to the attention of the project contact listed in the attachment. We request any questions be submitted no later than 12:00 PM local time on Sept. 30th, 2022.

City of Moberly
101 W Reed St. Moberly, Missouri 65270
(p) 660-269-7644 (f) (660) 269-8171 www.moberlymo.org

City of Moberly- Cost Share South Morley/Bus. 63, Burkhart St. to Carpenter St.	
Federal Aid No:	JNE0002
Location:	South Morley/Business 63, between East Burkhart St. and East Carpenter St.
Proposed Improvement:	Road widening/lane addition with pedestrian and drainage improvements
Length:	1,630' Approximately
Approximate Construction Cost:	\$2,976,886
DBE Goal Determination:	5%
<p>Consultant Services Required:</p> <p>Major Project scope items included:</p> <p>The engineering responsibilities may include but are not limited to the following:</p>	<ul style="list-style-type: none"> • Center Turn Lane Addition and Road Improvements • ADA Improvements • Sidewalk/Path Pedestrian & Bike Improvements • Drainage Improvements • Utility relocations, if required. <p>The preparation of Conceptual plans, Preliminary plans, Contract plans. Design services may include, right of way plans, surveying, geotechnical investigations, storm water design, pavement design, public involvement, contract documents, assisting with the bidding process, construction support as needed, utility coordination and traffic controls including the preparation of PS&E and final documents.</p> <ul style="list-style-type: none"> • Preparation and submittal all necessary environmental clearances as necessary • Preparation of all permitting required • Conduct topographic and ROW surveys at the project intersections and prepare electronic deliverables • Prepare concept engineering plans that include horizontal alignment, vertical alignment, basic intersection geometrics, conceptual traffic control plan, and cost estimate • Prepare ROW plans and associated legal documents for the City to obtain required easements and ROW needed for the project • Prepare all ROW and easement exhibits, legal descriptions, and all other work associated to acquisition. • Prepare draft final plans and contract documents for bidding. Submit draft final plans and contract documents.

	<ul style="list-style-type: none"> • Provide final construction plans (incl. comprehensive traffic control plans) and contract documents for bidding • Prepare and submit all required documentation for Plans Specs and Estimates (PS&E) approval from MoDOT. • Potentially Provide exhibits, material, and staff and open house style public meeting • Facilitate utility coordination by sending plans to utility companies • Provide shop drawing review and clarification of plans during the construction phase services • Attend coordination meetings as required. • Conduct Construction Engineering oversight to ensure compliance.
Other Comments:	Interviews and/or presentation may be required as part of the consultant selection process.
Contact:	Name: Thomas E Sanders Address: 101 W Reed Street Moberly MO 652701 Phone: 660-269-7644
	Email: tsanders@cityofmoberly.com
Deadline:	December 22, 2022
<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. Four (4) copies of the letter interest should be received at the address and by the time specified. 	

Funding will be through the Missouri Highways and Transportation Commission Cost Share Program. Therefore, all regulations and processes regarding the utilization of these funding sources will apply such as the Local Public Agency (LPA) manual.

It is anticipated that this project will require full Federal oversight by FHWA.

Stakeholders include City of Moberly, Missouri Highways and Transportation Commission and the Missouri Department of Transportation and all stakeholders will be involved throughout the project. It will be essential to coordinate closely with these stakeholders throughout the duration of the project. Contact: Tom Sanders, Project Manager 101 West Reed Street Moberly, MO 65270 660-269-7644 tsanders@cityofmoberly.com Deadline: December 22, 2022 Submit: one original copy of the letter of interest and all supporting documentation with a copy of all documents contained on a flash/thumb drive delivered in an envelope labeled “RFQ – S. Morley Widening/Cost Share

” to:

Shannon Hance, City Clerk 101 W. Reed Street Moberly, MO 65270. Phone 660-269-7652

- Please note that the Consultant is still responsible to ensure that their Letter is in full possession by the City in order to be eligible.

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 -	30	Max Points