

2 W. PLEASANT ST.
P. O. BOX 30
AURORA, MO 65605



PH: 417-678-5121
FAX: 417-678-6599
AURORA-CITYHALL.ORG

February 1, 2023

Dear Consultant:

The City of Aurora 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 the City of Aurora. 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 5:00 pm, Tuesday, (03/14/2023) at City of Aurora, City Hall, 2 West Pleasant, Aurora, Missouri 65605.

Sincerely,

Jon Holmes
City Manager

Robinson Elementary School To Crosby Park Pedestrian Corridor	
Federal Aid No:	TAP-9900791
Location:	S13, T26, R26 Trail Head, City of Aurora
Proposed Improvement:	Construction of a new bike and pedestrian trail
Length of Trail Project :	Approx. 3600 ft
Approximate Construction Cost:	\$700,000
DBE Goal Determination:	<u>0</u> %
Consultant Services Required:	<p>Design, Bidding and Construction Phase: The engineering responsibilities may include but are not limited to the following: The preparation of Conceptual plans, Preliminary plans, Contract plans and Right of Way Plans. Design services may include, right of way plans, surveying, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, construction support/construction inspection, materials testing, utility coordination/permits and traffic controls including the preparation of PS&E and final documents.</p> <p>Upon receipt of authorization from MoDOT, provide the City with a list of Qualified bidders and assist the City in advertising for bids; Assist the City in evaluating bids and requesting concurrence in award from MoDOT; Provide assistance to the City in answering contractor questions regarding the plans and prepare addenda.</p>
Other Comments:	
Contact:	Name: Jon Holmes Address: 2 West Pleasant Aurora, Missouri 65605 Phone: 417-678-5121 Email: jholmes@auroramo.gov
Deadline:	Tuesday, March 14, 2023 at 5:00 p.m.
<p>•Submit: Letter of interest should not exceed <u>three (3)</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>Five (5)</u> copies of the letter interest should be received at the address and by the time specified.</p>	

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

Experience and Technical Competence -	<u>35</u>	Max Points
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Capacity and Capability -	<u>30</u>	Max Points
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Past Record of Performance -	<u>35</u>	Max Points
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