

CITY OF CARTHAGE

Public Works Department 623 E. 7th Carthage MO 64836
Tele: (417) 237-7010 Fax: (417) 237-7011
Email: pwd@carthagemo.gov

"America's Maple Leaf City"



March 23, 2023

Dear Consultant:

The City of Carthage 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 City of Carthage. 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, April 27, 2023 at City of Carthage, Public Works Department, 623 E 7th Street, Carthage, MO 64836

Sincerely,

Zeb Carney
Public Works Director

Attachment

City of Carthage Bridge Replacement – McGregor Street	
Federal Aid No:	BRO-R117(01)
Location:	Bridge #0720005 McGregor Street, Carthage, Missouri
Proposed Improvement:	Bridge Replacement and associated roadway improvements
Length:	Bridge Approximately 200 feet/ Total project approximately 400 feet
Approximate Construction Cost:	\$1.38 million
DBE Goal Determination:	4%
Consultant Services Required:	Bridge The engineering responsibilities may include but are not limited to the preparation of Preliminary and Contract plans and Right of Way Plans. As part of preparing the plans the consultant may need to perform surveying, geotechnical investigations, hydraulic studies and provide environmental and historic preservation services/permits including the preparation of PS&E and final documents. Roadway 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, 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. Construction Inspection Construction Phase: work with contractor on behalf of the City, 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 City to do full time inspections and reporting and participate in final inspection.
Other Comments:	
Contact:	Name: Zeb Carney Address: 623 E 7 th Street, Carthage, MO 64836 Phone: (417) 237-7010 Email: z.carney@carthagemo.gov
Deadline:	Thursday, April 27, 2023 5:00 PM
• Submit: Letter of interest should not exceed <u>3</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>4</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 -	<u>35</u> Max Points
Capacity and Capability -	<u>30</u> Max Points
Past Record of Performance -	<u>35</u> Max Points