

# *City of Crane, MISSOURI*

*Office of the Mayor and Board of Aldermen*



*Collin Brannan, Mayor*  
*Kyle Bentley, Alderman Ward 2*  
*Cara McMenemy, Alderman Ward 1*  
*Ty Shirley, Alderman Ward 1*  
*Houston Steele, Alderman Ward 2*

## Request for Qualifications - Professional Engineering Services

April 10, 2023

Dear Consultant:

The City of Crane, Missouri, 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 4 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 Crane. 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](http://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 May 1, 2023 at 2:00 p.m. to:

Crane City Hall, 120 N Commerce, PO Box 17, Crane, MO 65633

Questions or information related to this request should be directed to the following:

Collin Brannan, Mayor, 417.723.8305, [Mayor@Crane-MO.com](mailto:Mayor@Crane-MO.com)

Sincerely,

Collin Brannan  
Mayor

Attachment



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<b>City of Crane, Charlene St, Route 412, Meadow Ave, Main Street</b>	
Federal Aid No:	TAP Project- 9901(842)
Location:	City of Crane, Missouri
Proposed Improvement:	Construction and reconstruction of ADA compliant sidewalks along three routes in Crane: • Charlene St. at the intersection of Compton Ave. northeast to W. Rose Ave., then south along Rose Ave to the intersection of N. Hemphill Ave. • Main St. from W. Rose Ave. to Park Ave. • North side of sidewalks on E. Meadow Ave (Rt BB) from N. Commerce St. to Pine St.
Length:	Approximately 0.7 Miles
Approximate Construction Cost:	\$ 477,595
DBE Goal Determination:	<u>6</u> %
Consultant Services Required:	<b>Sidewalks</b> The engineering responsibilities may include but are not limited to: Surveying and right of way acquisition services, 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. 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: Collin Brannan, Mayor Address: 120 N Commerce, P.O. Box 17 Crane, MO 65633 Phone: 417-723-8305 Email: Mayor@Crane-MO.com
Deadline:	May 1, 2023 at 2:00 pm
<ul style="list-style-type: none"><li>• Submit: Letter of interest should not exceed 4 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Six (6) copies of the letter interest should be received at the address and by the time specified.</li></ul>	

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

**P. O. Box 17 \* Crane, MO 65633-0017 \* Phone 417-723-8305 \* Crane-MO.com**

