

Mayor
James M. Kennedy

City Clerk
Lisa Read



Accounts Payable
Tressy O'Connor

Utility Billing
Cindy Fulk

March 27, 2024

Dear Consultant:

The City of Plattsburg 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 three pages. This letter should include statements indicating your firm's interest in the projects, your past experiences with MoDOT projects, your past experiences working with the City of Plattsburg, your ability to meet the timelines, and 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 actively engaged in completing.

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.

The City of Plattsburg will evaluate firms based on a) experience and competence b) the capacity of the firm to perform the work in the timeframe needed c) past performance and d) proximity to and familiarity with the project area (23 CFR 172 - Administration of Engineering & Design Related Service Contracts and RSMo 8.285 through 8.291)

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with 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 of Interest, or be on file with the City of Plattsburg. The statement of qualification is not included in the total page count limit.

We request all letters be received by 5:00 pm, April 24, 2024 at the Plattsburg City Hall, 114 W Maple Street, Plattsburg, MO 64477.

Sincerely,

Richard Stanley
Alderman - Ward 2

114 West Maple Street ❖ Plattsburg, Missouri 64477-1252 ❖ (816) 539-2148

www.plattsburg-mo.gov ❖ lread@plattsburg-mo.gov

Attachment

City of Plattsburg Transportation Alternatives Project	
Federal Aid No:	TAP-9900(153)
Location:	116 HWY/ Clay Ave and Oak Street
Proposed Improvement:	Demolition of any existing sidewalk, Construct new sidewalk, Install traffic calming /flashing crosswalk, Demolition of wooden walking bridge, Construct earth-over-culvert solution
Length:	4/10 mile
Approximate Construction Cost:	\$398,642.40
DBE Goal Determination:	4%
Consultant Services Required:	<p>Sidewalks: The engineering responsibilities may include but are not limited to: The 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.</p> <p>Construction Phase: Work with contractor on behalf of the County, assist with pre construction 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 County to do full time inspections and reporting and participate in final inspection.</p>
Other Comments:	Experience Utilizing Federal Funds and the MoDOT LPA process preferred.

Contact:	Richard Stanley 114 W Maple Street, Plattsburg, MO 64477 (816) 539-2148 rstanley@plattsburg-mo.gov
Deadline:	5:00 PM, April 24, 2024
<ul style="list-style-type: none"> Submit: Letter of interest should not exceed 3 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three copies of the letter of 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. Additional criteria can be added with the approval of Central Office Design- MoDOT.

Experience and Technical Competence -	30	Points Max
Capacity and Capability -	30	Points Max
Past Record of Performance -	30	Points Max