



City of Arnold

William (Bill) Moritz, Mayor

June 2, 2025

Dear Consultant:

The City of Arnold 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. 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 July 8, 2025 at 4:00 pm, (07/08/2025) emailed to jwagner@arnoldmo.org.

Sincerely,

Judy Wagner, PE
Project Engineer

Attachment



City of Arnold

William (Bill) Moritz, Mayor

City/County Arnold /Jefferson Route Pomme Rd	
Federal Aid No:	STBG-5403(704)
Location:	Pomme Rd from Rockview Ln to Valmont Dr
Proposed Improvement:	Reconstruction and addition of Sidewalks
Length:	0.4 mile
Approximate Construction Cost:	\$2,380,000
DBE Goal Determination:	10 %
Consultant Services Required:	<p>Roadway</p> <p>The engineering responsibilities may include but are not limited to the following:</p> <p>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.</p> <p>Construction Inspection</p> <p>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.</p>
Other Comments:	
Contact:	Name: Judy Wagner Address: 2900 Arnold Tenbrook Rd Arnold, Mo. 63010 Phone: 636-245-9013 Email: jwagner@arnoldmo.org
Deadline:	July 8, 2025
<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. The letter interest should be received via email by the time specified.	

City Hall
2101 Jeffco Blvd.
Arnold, MO 63010
636/296-2100

Parks and Recreation
1695 Missouri State Rd.
Arnold, MO 63010
636/282-2380

Public Works
2900 Arnold Tenbrook Rd.
Arnold, MO 63010
636/282-2386