

# CITY OF LA BELLE, *Missouri*

P. O. Box 51  
LaBelle, MO 63447-0051

Phone: 660-213-3830  
Fax: 660-213-3835  
email: [lab@marktwain.net](mailto:lab@marktwain.net)

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June 5, 2026

Dear Consultant:

The City of La Belle 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 5 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 La Belle. 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 3pm, July 10, 2026 at the City of La Belle, City Hall. 401 State St. La Belle, Mo. 63447.

Sincerely,

Wendy Lewis  
City Clerk

<b>City/County: La Belle/ Lewis</b>	<b>Route: Hwy 6, D, K</b>
Federal Aid No:	Tap 9901678
Location:	Hwy 6, Hwy D, Hwy K
Proposed Improvement:	Sidewalk Improvements
Length:	1.6 Miles
Approximate Construction Cost:	\$628,679.38
DBE Goal Determination:	0 %
Consultant Services Required:	<i>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 and test inspection, surveying construction staking, be present during critical construction operations, work with City to do full time inspections and reporting and participate in final inspection</i>
Other Comments:	N/A
Contact:	Name: Wendy Lewis Address: 401 State St La Belle Mo 63447 Phone: 660-213-3830 Email: lab@marktwain.net
Deadline:	3p.m. July 10,2026
<ul style="list-style-type: none"> <li>• Submit: Letter of interest should not exceed <u>5</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>10</u> 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 - 34% \_\_\_\_\_ Max Points

Capacity and Capability - 33% \_\_\_\_\_ Max Points

Past Record of Performance – 33% \_\_\_\_\_ Max Points