



132 West 10th Street  
LAMAR, MO 64759-1454  
Telephone (417) 682-5554  
Facsimile (417) 682-3288

May 7, 2024

Dear Consultant:

The City of Lamar 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 the City of Lamar. 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.mo-dot.gov](http://www.mo-dot.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 2:00 pm, (06/05/2024) at Lamar City Hall, 132 W. 10<sup>th</sup> St. Lamar, MO 64759.

Sincerely,



Russ Worsley  
City Administrator  
Attachment

Rick Oeltjen, Mayor  
Russ Worsley, City Administrator  
Felicia Costley, City Clerk  
Steven H. Kaderly, City Attorney

**MUNICIPALLY-OWNED ELECTRIC,  
WATER AND SEWAGE SYSTEMS**



132 West 10th Street  
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May 15, 2024

ATTACHMENT:

|  |  |
|--|--|
| <b>City/County: LAMAR/BARTON      Route: Gulf St. &amp; Cherry St.</b> |  |
| Federal Aid No: TAP-9900793  |  |
| Location: GULF ST. FROM 6 <sup>TH</sup> -9 <sup>TH</sup>               | 7 <sup>th</sup> St. – Gulf to Cherry   |
| Proposed Improvement: SIDEWALK   |  |
| Length:.3 miles  |  |
| Approximate Construction Cost:   | \$349,500  |
| DBE Goal Determination:  | 0%   |
| Consultant Services Required:  | <p>The engineering responsibilities may include but are not limited to:</p> <p>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&amp;E and final documents</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> |

Rick Oeltjen, Mayor  
 Russ Worsley, City Administrator  
 Felicia Costley, City Clerk  
 Steven H. Kaderly, City Attorney

**MUNICIPALLY-OWNED ELECTRIC,  
 WATER AND SEWAGE SYSTEMS**



|   |   |
|---|---|
| Other Comments:   |   |
| Contact:  | Name: Russ Worsley<br>Address: 132 W. 10 <sup>th</sup> St. Lamar, MO 64759<br>Phone: 417-682-5554 ext. 2310<br>Email: cityadministrator@lamarmo.org |
| Deadline: June 5, 2024 2:00 p.m.  |   |
| <ul style="list-style-type: none"> <li>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. <u>(2)</u> copies of the letter of 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 - | 20 | Max Points |
| Capacity and Capability -             | 20 | Max Points |
| Past Record of Performance -          | 20 | Max Points |