



City of Aurora

January 28, 2013

Dear Consultant:

The City of Aurora 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 attachment. Limit your letter of interest to no more than ten 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.

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's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with the 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.

We request all letters be received by 12:00 pm, February 22, 2013, at 2 W. Pleasant Aurora, MO 65605.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Price", written over a horizontal line.

David Price
City of Aurora, Mayor

Attachment

City of Aurora	
Federal Aid No.:	STP-1102(704)
Location:	White Park
Proposed Improvement:	Sidewalk and walking bridge
Length:	4650 feet
Approximate Construction Cost:	\$298,530
DBE Goal Determination	0%
Consultant Services Required:	<p>The preparation of Conceptual plans, Preliminary plans, Contract 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. As part of preparing the plans the consultant may need to perform surveying, geotechnical investigations, hydraulic studies and provide environmental and historic preservation services/permits.</p> <p>Construction Phase: work with contractor on behalf of the County, 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:	Kathie Needham, City Clerk 2 W. Pleasant St. Aurora, MO 65605 417-678-5121, Ext. 23 kathieneedham@hotmail.com
Deadline:	12:00 PM, February 22, 2013
Submit	<ul style="list-style-type: none"> Letter of interest should not exceed ten pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>Six</u> copies of the letter 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

Experience and Technical Competence - 30 Max Points

Capacity and Capability – 30 Max Points

Past Record of Performance – 30 Max Points