



CITY OFFICES • 401 MAIN STREET • BOONVILLE, MISSOURI 65233-1567 • 660-882-2332 • FAX 660-882-6608

January 29, 2013

Dear Consultant:

The City of Boonville 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.

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 5 pm, 02/26/2013 at 401 Main Street, Boonville, MO 65233.

Sincerely,

Kate Fjell
Special Projects

Attachment

City of Boonville, Spring Street	
Federal Aid No.:	STP-1300(507)
Location:	Spring Street between 1 st Street and Main Street
Proposed Improvement:	<i>This project consists of sidewalk improvements on Spring Street, including: storm drain improvements, sidewalk widening and replacement, stamped concrete crosswalks, street lighting also striping bicycle lanes on Morgan Street.</i>
Length:	.5 miles
Approximate Construction Cost:	\$220,000
DBE Goal Determination	0 %
Consultant Services Required:	<p><u>Preliminary Engineering</u> <i>The design engineering responsibilities may include but are not limited to the following: Preparation of preliminary plans and final contract plans. Design services may include right of way plans, surveying, geotechnical investigations, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, utility coordination, and traffic controls for the preparation of PS&E and final documents for the LPA program.</i></p> <p><u>Construction Inspection</u> <i>Construction Phase: work with contractor on behalf of the City, assist with preconstruction conference, perform periodic site inspection, pay requests, 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 inspections and reporting and participate in final inspection.</i></p>
Other Comments:	
Contact:	<p><i>Kate Fjell</i> <i>401 Main Street, Boonville, MO 65233</i> <i>Phone: 660-882-4003</i> <i>E-mail: kate.fjell@boonville-mo.org</i></p>
Deadline:	<i>5:00PM; 2/262013</i>
Submit	<ul style="list-style-type: none"> 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 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 MoDOT Central Office Design

Experience and Technical Competence - Max Points- 40

Capacity and Capability - Max Points- 30

Past Record of Performance - Max Points- 30