



## CITY OF COLUMBIA, MISSOURI

PUBLIC WORKS DEPARTMENT

December 23, 2013

Dear Consultant:

The **City of Columbia** is requesting the services of a consulting engineering firm to perform the professional services for the project described on the attached Project Information Form. The project is known as the Bike Boulevard – MKT to Parkade, and includes new pedestrian signals in at least two locations, specifically – Business Loop 70 at Parkade Boulevard and Providence Road at Forrest Drive.

If your firm would like to be considered for these consulting services, you may express your interest by responding to the City of Columbia, Public Works Department.

The response submittal must include the following:

Letter of interest (3 pages maximum)

Statement of Qualifications (10 pages maximum)

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)

The letter of interest and Statement of Qualifications should include a statement to indicate why your firm is interested in the project together with any information which might help us in the selection process, such as the persons or team you would assign to the project, the backgrounds of those individuals, the approach your firm would take in completing the project, a proposed timeline showing major milestones, and a list of relevant projects your firm has recently completed or are now active.

The DBE goal for this Engineering Services Contract will be 0%.

The City of Columbia will evaluate submittals from interested firms according to the criteria listed in the Project Information Form.

We request all letters of interest with required submittals be received by 5:00 pm, January 7, 2014.

Sincerely,

A handwritten signature in black ink that reads 'Clifford Jarvis, PE'. The signature is written in a cursive style.

Clifford Jarvis, PE  
Engineering Supervisor – Design/CIP

Attachment

City of Columbia- Project Information Form  
Procurement of Professional Services

<b><i>Roadway: Business Loop</i></b>	
Federal Aid No.:	CPP 9999(512)
Location:	Business Loop 70 and Parkade; Providence and Forrest
Proposed Improvement:	This project includes intersection improvements and on-pavement striping to create a bike boulevard from the MKT Trail beginning near Lathrop Road at Garth Avenue and extending north along various City streets to Parkade Plaza, with east-west spurs along Maupin Road and Forrest Drive. Electronic signals will be installed to improve bicycle and pedestrian safety in at least two locations, specifically at Business Loop 70 at Parkade Boulevard and Providence Road at Forrest Drive.
Length:	N/A
Approximate Construction Cost:	\$180,000
DBE Goal Determination	0%
Consultant Services Required:	<p>Engineering analysis to identify the appropriate traffic controls and electronic signals for pedestrian and bicycle crossings in at least two locations along the bike boulevard route, specifically at Business Loop 70 at Parkade Boulevard near Parkade Plaza and Providence Road at Forrest Drive near Hickman High School, followed by engineering design of the selected signals and controls. Design must meet the current Manual on Uniform Traffic Control Devices.</p> <p>The engineering responsibilities may include but are not limited to the following: preparation of Conceptual plans, Preliminary plans, Contract plans, and Construction phase services.</p> <p>Design services may include on-site investigations, coordination with MoDOT and other state and federal agencies, public involvement, environmental and historic preservation services/permits, state and federal permits, assist with bidding process, utility coordination/permits and temporary traffic controls including preparation of PS&amp;E and final documents related to the signals.</p> <p>Construction Phase: services may include working with the contractor on behalf of the City, assist with preconstruction conference, perform periodic site inspection, prepare change orders, inspect construction materials, check shop drawings</p>

	submitted by contractor, be present during critical construction operations, participate in final inspection.	
Contact:	<i>Cliff Jarvis, PE, 573-817-5048</i> <i>Department of Public Works</i> <i>Third Floor, City Hall</i> <i>701 E. Broadway, Columbia, MO</i> <i>Or by mail:</i> <i>Department of Public Works</i> <i>P.O. Box 6015, Columbia, MO 65205-6015</i> <i>csjarvis@gocolumbiamo.com</i>	
Submittal:	<u>Five</u> copies of the following should be received at the address above by the time specified <ul style="list-style-type: none"> <li>• Letter of interest (3 pages max.)</li> <li>• Statement of Qualifications (10 pages max.)</li> <li>• Affidavit of Compliance with the federal work authorization program</li> <li>• copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020)</li> </ul>	
Deadline:	Responses to this request must be received by 5:00 p.m. CST, <b>Tuesday, January 7, 2014</b>	
Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection of the design firm.		
Experience and Technical Competence.	40	Max Points
Capacity and Capability	30	Max Points
Past Record of Performance	30	Max Points