CITY OF COLUMBIA, MISSOURI

PUBLIC WORKS DEPARTMENT

May 16, 2014

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 Shepard to Rollins Trail Connection.

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.

<u>The response submittal must include the following:</u>
Letter of Interest (2 page limit)
Statement of Qualifications (10 page limit)
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)

If your firm responded to the previous request for qualifications for this specific project, then only an updated Letter of Interest is required.

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 12%.

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

We request all submittals be received by 5:00 pm, May 30, 2014.

Sincerely,

Clifford Jarvis, PE
Engineering Supervisor

Attachment

701 E. Broadway • P.O. Box 6015 • Columbia, Missouri 65205-6015
(573) 874-7250 • FAX (573) 874-7132 • www.GoColumbiaMo.com

City of Columbia- Project Information Form
Procurement of Professional Services

Project: Shepard to Rollins Trail Connection	
Federal Aid No.:	CPP 9999(523)
Location:	Area generally bounded by Stadium Blvd, College Ave, Broadway and Old 63.
Proposed Improvement:	Pedestrian/bicycle trail crossing Hinkson Creek, providing an east-west connection to the University of Missouri campus, residential neighborhoods, The District and other commercial and retail destinations, and linking to trails, pedways and other non-motorized facilities in the area. The trail will generally be located between Broadway Boulevard and Stadium Boulevard and may include at least one pedestrian/bicycle bridge or other stream crossing.
Length:	1,000' to 6,800' depending on the final alignment
Approximate Construction Cost:	*$1,700,000*
DBE Goal Determination	12%
Consultant Services Required:	Services will be completed under a single contract divided into two phases. Phase I will consist of a study and report of multiple alternative alignments of and east-west connection over Hinkson Creek and include review and evaluation of historic project information and details, site visits, and public outreach. The resulting report will document the alternatives considered, advantages and disadvantages of each, modal shift potential, estimated construction costs and a recommendation for moving forward. Phase II will include complete engineering design, construction engineering and all associated professional services work for a pedestrian/bicycle trail. The engineering responsibilities may include but are not limited to the following: preparation of Conceptual plans, Preliminary plans, Contract plans, and Construction Inspection. Design services may include, right of way plans, surveying, hydraulic studies, bridge, trail and sidewalk design, geotechnical investigations, public involvement, environmental and historic preservation services/permits, state and federal permits, assist with bidding process, utility coordination/permits and traffic controls including preparation of PS&E and final documents.

	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.
Contact:	*Cliff Jarvis, PE, 573.874.7250* *Department of Public Works* *Third Floor, City Hall* *701 E. Broadway, Columbia, MO* *Or by mail:* *Department of Public Works* *P.O. Box 6015, Columbia, MO 65205-6015* *csjarvis@gocolumbiamo.com*
Submittal:	Five copies of the following should be received at the address above by the time specified • Letter of interest (2 page limit) • Statement of Qualifications (10 page limit) • Affidavit of Compliance with the federal work authorization program • copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020)
Deadline:	Responses to this request must be received by 5:00 p.m. CST, **Friday, May 30, 2014**.

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