



## *City of Maryville, Missouri*

415 North Market Street • P.O. Box 438 • 64468-0438

Tele. (660) 562-8001 • Fax (660) 562-3895

June 9, 2009

RE: Statement of Qualifications Requested

The City of Maryville, Missouri is soliciting statements of qualifications from qualifying engineering firms. The proposed design work will include:

- Provide engineered design drawings to assist the City with the Maryville Trail Project Phase A-II (St. Gregory Route) Trail project.
- Assist the City with the preparation of necessary permits from MoDOT/FWHA.
- Assist the City with construction observation as necessary after preparation of bids and bid letting.

### **Sidewalks Project Description:**

Constructing new sidewalks including: ADA ramps, striping, street sign and utility relocations as necessary. This project will begin at S. Walnut and W. Torrance Street, traveling eastbound on Torrance Street to S. Saunders; from S. Saunders and E. Torrance traveling northbound to E. Cooper and then turning Eastbound on E. Cooper to the terminating point of the S. Davis Street Trail (Safe Routes to School Trail). This project is part of the American Reinvestment and Recovery Act funding and has mandatory deadlines associated with completing and having approved engineering plans and being prepared to go to bid. The qualified and selected engineering firm will work with the City on a contract that incorporates a liquidated damages clause for failing to meet the deadline objectives should the City of Maryville be forced to return funds to MoDOT.

**Scope of Services:** Actual scope of services to be negotiated possibly including, but not limited to the following:

- Prepare detailed construction plans, cost estimates, specifications and related documents as necessary for the purpose of soliciting bids for constructing the project.
- Determine right-of-way requirements, prepare right-of-way plans, and assist the City in acquiring the right-of-way deeds needed for the project, if necessary.
- Upon receipt of construction authorization from MoDOT, make final corrections resulting from reviews by agencies involved, and provide an adequate number of plans, specifications, and bid documents to the City.
- Provide the City with a list of qualified area bidders and assist City in advertising for bids.
- Assist the City in requesting concurrence in award from MoDOT.

### **Construction Engineering:**

- Will serve as the City's representative for administering terms of the construction contract between the City and their Contractor. Engineer will endeavor to protect the City against defects and deficiencies in workmanship and materials in work by the Contractor. However, the furnishing of such project representation will not make Engineer responsible for the construction methods and procedures used by the Contractor or for the Contractor's failure to perform work in accordance with the contract documents.
- Make periodic site visits to observe the Contractor's progress and quality of work, and to determine if the work conforms to the contract documents. It is contemplated that survey staking and layout will be accomplished by the Contractor's forces. The Engineer will accompany MoDOT representatives on visits of the project site as requested.

Proposals should include a statement of qualifications related to work identified above, individual experience of the staff to be assigned, firm's experience with municipal public works projects and the requirements of the Federal Highway Administration, Americans with Disabilities Act, the Missouri Department of Transportation and Local Public Agency Process.

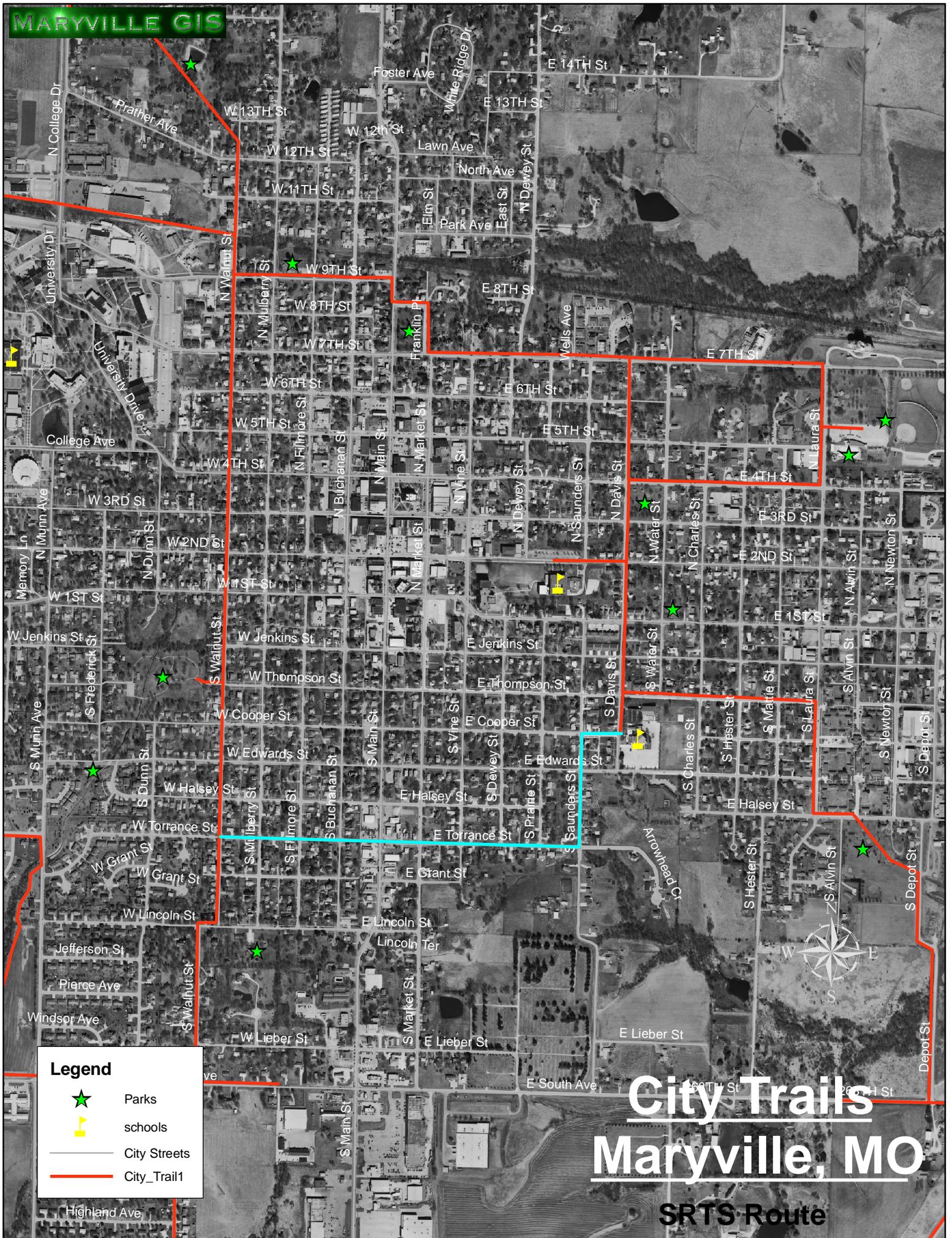
Proposals are due Friday, June 26, 2009 by 4 pm, local time and will be read aloud at City Hall. Five (5) copies of the proposal must be submitted. Costs for services are not to be included in the bids.

Proposals should be sent to:  
Attn: Sidewalk Engineering RFQ  
City Clerk  
City of Maryville  
P.O BOX 438  
Maryville, Missouri 64468

Facsimile proposals will not be accepted. The City of Maryville is an equal Opportunity Employer.

Questions related to the project may be directed to either the City Manager or Public Works Director.

Regards,  
City of Maryville



# City Trails Maryville, MO

SRTS Route