

City of Ozark, Missouri

Public Works Department



June 26, 2013

Dear Consultant,

The **City of Ozark** 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 5 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. It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with **the City of Ozark**. The statement of qualification is not included in the total page count limit.

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 be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

We request all letters be received by 2:00 pm, (7/17/13) at 205 N. 1st St., Ozark, MO 65721.

Sincerely,

Larry Martin

Public Works Director

Attachment

City of Ozark, Missouri

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<i>City/County Ozark, Route East Elementary School Sidewalk</i>	
Federal Aid No.:	SRTS-INF-H32G(101)
Location:	Ozark, Christian County, E. Samuel J. Street
Proposed Improvement:	This project is for an ADA standard, approximately 1300 ft. long, sidewalk. The sidewalk is Phase I of a 3 phase sidewalk project. The sidewalk fills two current gaps in the sidewalk. One gap exists between the end of the school sidewalk, and the end of the Knoll Ridge subdivision sidewalk. A second gap that the sidewalk will close runs along the East side of S. 20 th Ave., and turns to the right, then runs along the South side of E. Samuel J. St. The long section of Phase 1 runs along the North side of E. Samuel J. St. Phase 1 of the sidewalk will end at S. 18th Ave. In Phase 1 pedestrian will cross two crosswalks and one culvert that will be ADA compliant.
Length:	1,300 feet
Approximate Construction Cost:	\$152,973
DBE Goal Determination	0 %
Consultant Services Required:	<p><i>The City of Ozark is seeking consulting engineering services for a Safe Routes to School Sidewalk project.</i></p> <p><i>The engineering responsibilities may include but are not limited to: The preparation of Conceptual plans, Preliminary plans, Contract plans, assist in easement acquisition, preparing and submitting necessary permits, contract documents, assisting with the bidding process for ADA compliant sidewalks and preparation of PS&E and final documents.</i></p> <p><i>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.</i></p>
Other Comments:	
Contact:	<p><i>Larry Martin</i> <i>205 N. 1st St., Ozark, MO 65721</i> <i>417-581-2407</i> publicworks@ozarkmissouri.org</p>
Deadline:	2:00pm 7/17/13
Submit	<ul style="list-style-type: none"> Letter of interest should not exceed 5 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>7</u> copies of the letter interest should be received at the address and by the time specified.

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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 - 40 Max Points

Capacity and Capability - 30 Max Points

Past Record of Performance - 30 Max Points