

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



The City of Willard is requesting the services of a consulting engineering firm to perform the described professional services for the following project:

Extending the City sidewalk from the intersection of Jackson St, and Farmer Rd to the south side of Willey St. If your firm would like to be considered for this project, you may express your interest by responding to the address below. Please contact Randy Brown, Director of Development at 417-742-5308 for additional information on the project. Please limit your letter of interest to no more than five (5) pages. This letter should include any information which might help in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects that your company has recently completed or that 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 Willard. 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.

All letters must be received by 5:00 pm, May 3, 2013 at Willard City Hall 224 W. Jackson St. Willard, MO. or by mail at P.O. Box 187 Willard, MO. 65781.

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City of Willard, Greene Co. Mo. Farmer Rd./ Miller Rd. Sidewalk Project

Federal Aid No.: STP 9901 806

Location: Jackson St. / Farmer

Proposed Improvement: To extend the City sidewalk from the intersection of Jackson/Farmer to the south side of Willey St.

Length: 600ft.

Approximate Construction Cost: \$250,000.00

DBE Goal Determination: 0

Consultant Services Required: The engineering responsibilities may include but are not limited to the preparation of Preliminary Design, Contract Plans, ROW Plans, preparing for and submitting necessary permits, contract documents, assisting with the bidding process for ADA compliant sidewalks and preparation of PS&E and final documents. In addition the engineer will work with the contractor on behalf of the City of Willard to assist with the pre-construction conference, perform periodic site inspections, prepare change orders, inspect construction materials, testing of materials, deal with any environmental issues, forms or related documents, and be responsible for providing any geotechnical services, approve shop drawings submitted by the contractor, conduct construction inspections and reporting as required and participate in the final inspection.

Comments: An additional piece of sidewalk approximately one hundred feet (100') is being proposed as an alternate, should construction bids come in low. Please see the attached maps for the locations. The required consultant services would also include the alternate project.

Contact: City of Willard /co Randy Brown or develop@cityofwillard.org

P.O. Box 187,224 West Jackson St.

Willard, Mo. 65781

417 742-5308

Deadline: 5pm, May 3, 2013

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Submit: Letter of interest should not exceed five (5) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Seven (7) copies of the letter of 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 the Central Office Design.

Experience and Technical Competence -	40 Max Points
Capacity and Capability -	30 Max Points
Past Record of Performance -	30 Max Points