

CITY OF WILLIAMSVILLE
On Beautiful Black River
PO BOX 88
WILLIAMSVILLE, MO 63967

Date: March 6, 2013

Dear Consultant:

The **City of Williamsville** 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 four 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.

Disadvantaged Business Enterprise (DBE) firms must be listed in the Missouri Regional Certification Committee (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's Statement of Qualification (RSMo 8.285 through 8.291) and be submitted with your firm's Letter of Interest. It is also required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#).

We request all letters be received by 5:00 pm, Monday, April 1, 2013 at **City Hall, 114 East Main Street or PO Box 88, Williamsville, Missouri, 63967.**

Sincerely,

Angela Smith
Mayor, City of Williamsville

Attachment

Williamsville/Wayne _____, Routes 49 and A	
Federal Aid No.:	SRTS-INFH32H102
Location:	Williamsville, Missouri
Proposed Improvement:	Construction of an ADA-compliant sidewalk leading from "New Town" directly to the school (tying in with and repairing the existing sidewalk), as well as a pedestrian walk bridge, a railroad crossing, signage, and a road crosswalk with truncated dome detectable warning device. A second part of the project entails construction of sidewalk leading from the school north along Highway A to the city limits. Additionally, two radar feedback signs will be installed at the north and south entrances to the school speed zone, and four "Walk/Bike To School" signs for the sidewalk route.
Length:	Approximately 4,302 linear feet
Approximate Construction Cost:	\$203,835
DBE Goal Determination	0%
Consultant Services Required:	<p>Sidewalks The engineering responsibilities may include but are not limited to: The preparation of Conceptual plans, Preliminary plans, Contract plans, Right-of-Way Plans, preparing and submitting necessary permits, contract documents, assisting with the bidding process for ADA compliant sidewalks and preparation of PS&E and final documents.</p> <p>Bridge The engineering responsibilities may include but are not limited to the preparation of Preliminary and Contract plans and Right of Way Plans. As part of preparing the plans the consultant may need to perform surveying, geotechnical investigations, hydraulic studies and provide environmental and historic preservation services/permits including the preparation of PS&E and final documents.</p> <p>Construction Inspection Construction Phase: work with contractor on behalf of the County, 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 County to do full time inspections and reporting and participate in final inspection.</p>
Other Comments:	<p><i>Right of way acquisition is not anticipated – sidewalk will be constructed on state ROW.</i></p> <p><i>Additional information can be provided by Angela Smith, smithfam2745@windstream.net, 573-225-7885.</i></p>
Contact:	<p><i>Angela Smith</i> <i>Address: Rt. 1 Box 97 Williamsville, MO 63967</i> <i>Phone: (573) 998-2745 or (573) 225-7885 (cell)</i> <i>E-mail: smithfam2745@windstream.net</i></p>

Deadline:	<i>5:00 pm, Monday, April 1, 2013</i>
Submit	<ul style="list-style-type: none">Letter of interest should not exceed <u>4</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Five copies of the letter 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 Central Office Design

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|---------------------------------------|-----------------|
| Experience and Technical Competence - | Max Points - 50 |
| Capacity and Capability - | Max Points - 50 |
| Past Record of Performance - | Max Points - 50 |