



The City of Hazelwood

much more
than you imagine



September 7, 2016

Dear Consultant:

The City of Hazelwood is requesting services of a consulting engineer 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 attachment. 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 Hazelwood. 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. We encourage DBE firms to submit letter of interest as prime consultants for any project they feel can be managed by their firm.

We request all letters be received by 10:00 am, October 3, 2016 at the City of Hazelwood, Department of Public Works, 415 Elm Grove Lane, Hazelwood, MO 63042.

Sincerely,

Nikki Miller
Project Manager
(314) 513-5031

City Hall & Public Works
t: 314.839.3700
f: 314.839.0249
415 Elm Grove Lane

City Maintenance
t: 731.8701
f: 731.4240
115 Ford Lane

Fire Department
t: 731.3424
f: 731.1976
6800 Howdershell Road

Municipal Court
t: 839.2212
f: 838.5169
415 Elm Grove Lane

Parks & Recreation
t: 731.0980
f: 731.0989
1186 Teson Road

Police Department
t: 839.3700
f: 838.5169
415 Elm Grove Lane

City/County: City of Hazelwood Route: Nathaniel Court	
Federal Aid No:	N/A
Location:	Nathaniel Court – Between Truman Park and Nathaniel Court neighborhood.
Proposed Improvement:	Remove existing retaining wall, clear and grub land, create new footing, rebuild wall using 8”H x 18”w x 12”D segmented masonry block, install reinforcing fabric, backfill using gravel. Improvement is FEMA funded and must follow FEMA requirements.
Length:	228 feet
Approximate Construction Cost:	\$30,000.00
DBE Goal Determination:	N/A
Consultant Services Required:	Design Engineering, Construction Engineering, Inspection
Other Comments:	N/A
Contact:	Nikki Miller Project Manager City of Hazelwood 415 Elm Grove Lane Hazelwood, MO 63042 (314) 513-5031 mmmiller@hazelwoodmo.org
Deadline:	October 3, 2016
<ul style="list-style-type: none"> • Submit: 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. 2 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.

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