

City of Desloge

February 14, 2013

Dear Consultant:

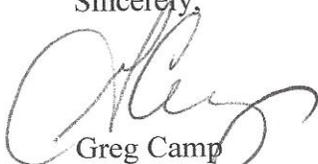
The **City of Desloge** is requesting the services of a consulting engineering firm to perform the described professional services for the Walnut Trail Phase One project. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 15 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.

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'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 2 pm, March 22nd, 2013 at 300 North Lincoln Street, Desloge, Missouri 63601.

Sincerely,



Greg Camp
City Administrator

Attachment

City/County-Desloge/St. Francois, Route-Walnut Street

Federal Aid No.:	STP-9900(060)
Location:	Walnut Street
Proposed Improvement:	Walking trail along Walnut Street between Harding/Lincoln Streets
Length:	1,800 Linear Feet
Approximate Construction Cost:	\$372,639
DBE Goal Determination	0%
Consultant Services Required:	<p>Design Phase: The engineering responsibilities may include but are not limited to: The preparation of Conceptual plans, Preliminary plans, Contract 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>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.</p>
Other Comments:	Grant submission materials, including preliminary design concepts, are available by contacting the City.
Contact:	Greg Camp, City Administrator City of Desloge 300 North Lincoln Street Desloge, MO 63601 deslogeadm@sbcglobal.net
Deadline:	3/22/2013 @ 2pm.
Submit	<ul style="list-style-type: none">Letter of interest should not exceed 15 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three 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 - | 30 Max Points |
| Capacity and Capability - | 30 Max Points |
| Past Record of Performance - | 30 Max Points |