



City of Aurora

Date: December 13, 2010

Dear Consultant:

The City of Aurora 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 2 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.

The City of Aurora will evaluate firms based on a) experience and competence, b) the capacity of the firm to perform the work in the timeframe needed, c) past performance, and d) proximity to and familiarity with the project area. (23 CFR 172 Administration of Engineering & Design Related Service Contracts and RSMo 8.285 through 8.291)

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020) be submitted with your firm's Letter of Interest.

We request all letters be received by 4:00 pm, (12/30/2010) at

City of Aurora
City Hall
2 West Pleasant Street
PO Box 30
Aurora, Missouri 65605

Sincerely,

A handwritten signature in black ink, appearing to read "Tony Stonecypher". The signature is fluid and cursive, written over a white background.

Tony Stonecypher
City Manager

P.O. BOX 30 • AURORA, MO. • 65605
PHONE: 417-678-5121 • FAX: 417-678-6599

<i>City of Aurora, Lawrence County, Downtown Square Sidewalks</i>	
Federal Aid No.:	STP-1100(706)
Location:	City Hall Square
Proposed Improvement:	Sidewalk Improvements
Length:	Approximately 0.25 mile
Approximate Construction Cost:	\$199,886.00
DBE Goal Determination	N/A
Consultant Services Required:	<i>Preliminary plans, right of way plans and acquisition (if necessary), final plans, construction engineering, MoDOT certified materials testing, contract administration.</i>
Other Comments:	
Contact:	<i>Name: Tony Stonecypher, City Manager Address: PO Box 30, 2 West Pleasant St, Aurora, Missouri 65605 Phone: 417-678-5121</i>
Deadline:	<i>4:00 p.m. December 30, 2010</i>