



# CITY OF PLEASANT HILL

203 Paul St. Pleasant Hill, MO 64080 (816)540-3135 fax (816)987-5141

March 1, 2011

Dear Consultant:

The City of Pleasant Hill is requesting the services of a consulting engineering firm to perform the described professional services for the Pleasant Hill Trail Phase II federal project number STP-3301(450) which are included on the attached sheet . 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 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.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at [www.modot.gov](http://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 DBE goal for this contract is zero percent.

City of Pleasant Hill 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 2:00 pm, 03/18/2011 at **203 Paul St. Pleasant Hill.**

Sincerely,

Scott George  
Assistant to the City Administrator/  
Parks and Recreation Director

<i>Pleasant Hill/ Cass County</i>	
Federal Aid No.:	STP-3301(450)
Location:	Downtown Pleasant Hill from Cass County Fair Grounds to Phase I of Pleasant Hill Trail
Proposed Improvement:	10 feet wide trail and on road bollard bike lane
Length:	5395 ft
Approximate Construction Cost:	\$376112
Consultant Services Required:	<i>Scope of services included but not limited to preliminary plans, final plans, construction inspection, project letting, materials testing</i>
Other Comments:	
Contact:	<i>Scott George 203 Paul St. Pleasant Hill, MO 64080 816-540-3135 scottg@pleasanthill.com</i>
Deadline:	<i>2:00pm, March 18, 2011</i>