

February 18, 2011

Dear Consultant:

The **City of Windsor** 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 five 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. DBE goal for this project is 0 percent.

City of Windsor 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 pm, March 11, 2011 at **City of Windsor, City Hall, 110 W Benton, Windsor, MO 65360.**

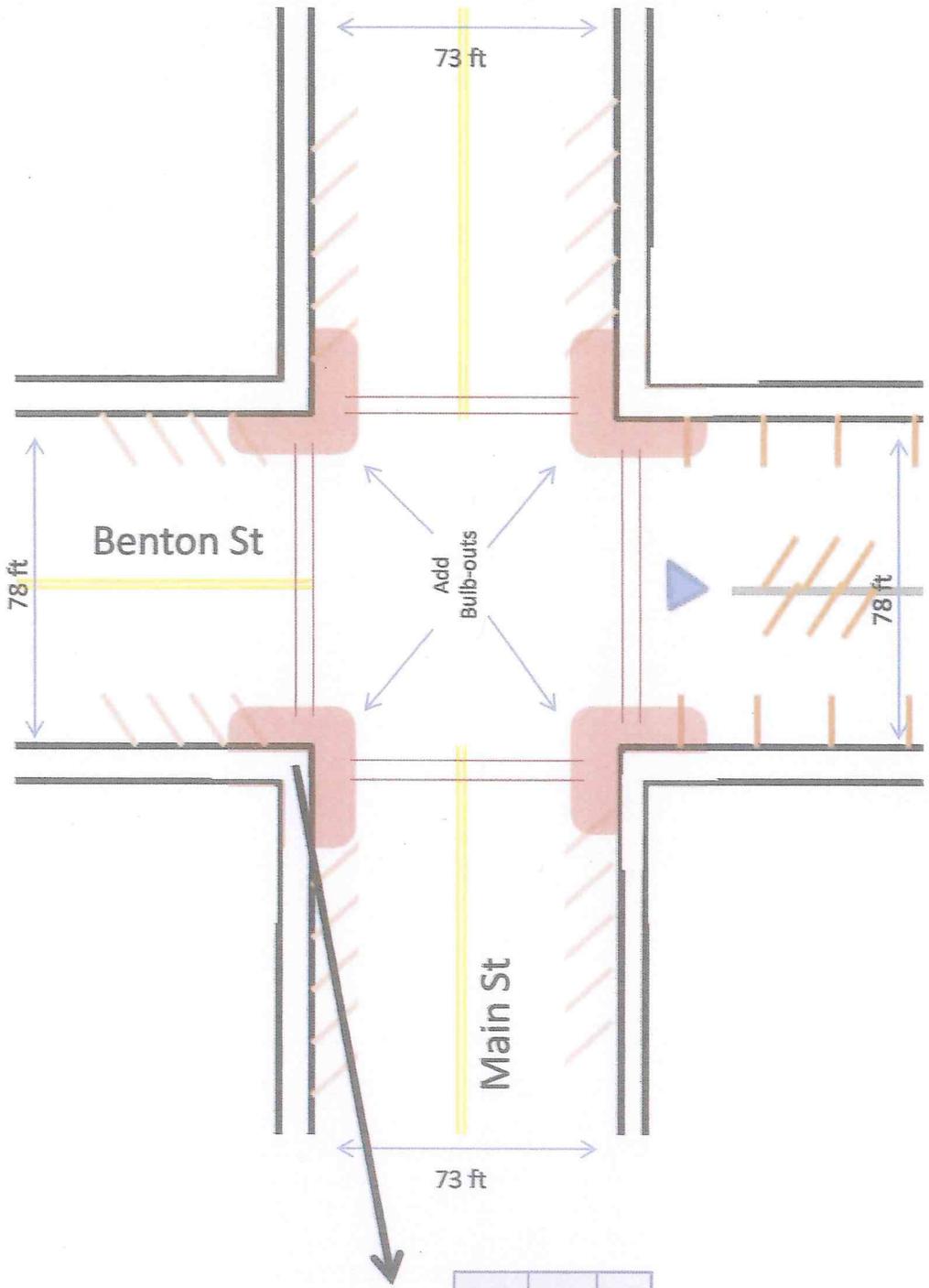
Sincerely,

Sandra Underwood
City Clerk

<i>Windsor, Henry County</i>	
Federal Aid No.:	STP-3400 (429)
Location:	City of Windsor
Proposed Improvement:	Bulb outs, sidewalks Improvement of sidewalks, safety issue of one lane and two vehicles turning the same direction.
Length:	See attached
Approximate Construction Cost:	\$250,000.00
DBE Goal Determination	0%
Consultant Services Required:	Roadway: Preliminary Plans, Right of Way Plans, Final Plans, Project Letting, & and Construction Inspection / Materials Testing.
Other Comments:	
Contact:	Sandra Underwood 110 W Benton, Windsor, MO 65360 660-647-3512 windsor@iland.net
Deadline:	4 pm, March 11, 2011

Windsor Missouri

Adding Bulb-outs to Intersection of Benton St and Main St



Building	Existing Sidewalk		11' X 15'	11' X 15'	11' X 12'
	14' X 15'	14' X 14'	11' X 15'	11' X 15'	11' X 12'
	Existing Sidewalk	15' X 14'	15' X 11'	14' X 11'	14' X 11'

Notes: The inserting of bulb-outs will move angled and straight parking locations farther from intersection. This action will remove the visual idea that the intersection has right turn lanes from three of the directions. Using the non-existent right turn lane is rampant, affecting the safety of pedestrians and drivers.