



CITY OF SHREWSBURY

OFFICE OF THE DIRECTOR OF ADMINISTRATION

March 7, 2016

RE: City of Shrewsbury Street Overlay/Slab Replacement Project
Federal Aid Number STP-4901 (637)
TIP Number 6330-15

Dear Consultant:

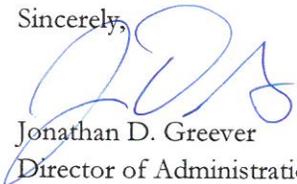
The **City of Shrewsbury** is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than thirty (30) 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 Shrewsbury**. 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, 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 be prequalified with MoDOT and listed in MoDOT's Approved Consultant Prequalification List, or your firm will be considered non-responsive.

We request all letters be received by **12:00 pm, on Friday, March 25, 2016** at 5200 Shrewsbury Avenue, Shrewsbury, Missouri 63119.

Sincerely,



Jonathan D. Greever
Director of Administration

Cc: Tony Wagner, Street Superintendent
Felicity Buckley, Mayor

Attachments

City/County: <u>City of Shrewsbury/County of St. Louis County</u>	
Route(s): <u>Shrewsbury Avenue, Weil Avenue, Kenrick Manor Drive</u>	
Federal Aid No:	STP-4901 (637)
Location(s):	Shrewsbury Avenue, Weil Avenue, Kenrick Manor Drive
Proposed Improvement:	For each location, surface overlay/slab replacement
Length:	6,089 linear feet
Approximate Construction Cost:	\$825,256.50
DBE Goal Determination:	10%
Consultant Services Required:	Construction Engineering: Services will include working with the contractor on behalf of the City of Shrewsbury, assisting with the preconstruction conference, performing periodic site inspections, preparing change orders, inspecting construction material, reviewing and checking shop drawings submitted by the contractor, conducting construction tests and inspections, and reviewing payment applications. Certifying that all are done in accordance with all applicable regulations. Additionally, the consultant will be present during critical construction operations, will work with the City to perform full time inspections, will work with the City on all reporting requirements and will participate in all final inspections. Finally, the consultant will compile and prepare for submission to the Authority Having Jurisdiction all close out documents.
Other Comments:	The project includes concrete slab replacement with concrete curb and gutter replacement for both Kenrick Manor Drive and for the intersection of Kenrick Manor Drive with Trianon Parkway. The project will also include asphalt milling and new overlays for Weil and Shrewsbury Avenues. At these latter two streets, the project will also include concrete curb and gutter repairs. All streets included within the scope of the project will include ADA compliant improvements to the various pedestrian ramps.
Contact:	Name: Monica Llorian, City Clerk Address: 5200 Shrewsbury Avenue Phone: 314-647-5795 Email: jgreever@cityofshrewsbury.com
Deadline:	Friday, March 25, 2016
Submit: The Letter of Interest should not exceed thirty (30) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Five (5) copies of the letter of 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- MoDOT.

Experience and Technical Competence -	<u>40</u>	Max Points
Capacity and Capability -	<u>30</u>	Max Points
Past Record of Performance -	<u>30</u>	Max Points