

# CITY OF ROGERSVILLE

OFFICE OF THE CITY ADMINISTRATOR

ROGERSVILLE, MISSOURI 65742

(417) 753-2884 EXT. 304  
FAX (417) 753-2846

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January 30, 2013

To: Interested Engineering Professionals

The City of Rogersville, MO 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 three 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 currently 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.

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.

Submissions will be accepted through 12 p.m. (noon) on Friday, March 1, 2013 at 211 East Center Street, Rogersville, MO 65742.

Sincerely,

Nancy J. Edson  
City Administrator

Attachments

Federal Aid#:	STP-3321(410)
Location:	Route Business 60/Center Street and Route B
Proposed Improvements:	1)Construction of @1,100 feet of five-foot ADA compliant sidewalks on the south side of Business 60 (Center Street), beginning at the intersection of Business 60 and State Route B running east along Business 60 to the Crosswood Apartments.  2)Construction of @1,945 feet of five-foot ADA compliant sidewalks on the east side of Route B (Mill Street) from Hamilton Street north to Lakeside Drive, then east on the north side of Lakeside Drive to Shores Parkway.
Length:	Approximately 3,050 linear feet
Approximate Construction Cost:	\$85,000
DBE Goal Determination:	0%
Consultant Services Required:	Design and preliminary engineering, preparation of required easements, construction staking and associated engineering and construction inspection
Other Comments:	Area north of Hamilton Street and south of Lakeside Drive has some sections of steep right-of-way that may require special attention regarding design of sidewalks and storm water abatement
Contact:	Nancy J. Edson, City Administrator 211 East Center Street Rogersville, MO 65742 nedson@rogersvillemo.org
Deadline:	12 p.m. (noon) Friday, March 1, 2013
Submit:	Letters of interest should not exceed three pages (8.5x11 one-side). Please provide seven copies by the deadline.

*Pursuant to the Brooks Act for Consultant Selection, the following criteria will be the basis for selection.*

**1. Experience and Technical Competence (0-50)**

Qualifications of staff	0-20
Past experience with similar LPA projects	0-30

**2. Capacity and Capability (0-20)**

Ability to provide requested service in a timely manner to City specifications	0-10
Primary contact's availability and expertise	0-10

**3. Past Record of Performance (0-30)**

Provision of satisfactory letters of reference from similar projects	0-15
Past experience with federally funded projects	0-15

**Total points available:** **100**

**Total points received:** \_\_\_\_\_