



City Of Potosi

Thomas R. Dudley, Mayor
121 East High St.
Potosi, Missouri 63664
(573) 438-2767

Roger P. Coleman, City Clerk
Jeff Graves, Alderman Ward I
Mary Pat West, Alderman Ward I
Kelly Eye, Alderman Ward II
Elmer Akers, Alderman Ward II

January 29, 2013

Dear Consultant:

The **City of Potosi** 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.

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 3:30 pm, 03-01-2013 at **City of Potosi, Missouri**.
121 East High Street, Potosi, Missouri 63664.

Sincerely,

Thomas R. Dudley
Mayor

Attachment

<i>CITY OF POTOSI, ROUTE E (N.MO.ST.) FLORENCE ST TO CLARA AVE TO N. MINE ST.</i>	
Federal Aid No.:	STP-9900(594)
Location:	City of Potosi, Rte E. (N. Mo. St.) from Florence Street to Clara Avenue to Bilderback Park which sits on N. Mine Street
Proposed Improvement:	Construct a new ADA accessible, concrete sidewalk along Route E. (N. Missouri Street) from Florence Avenue to Clara Avenue and along Clara Avenue to Bilderback Park which sits on North Mine Street.
Length:	1,560 feet
Approximate Construction Cost:	\$166,513.00
DBE Goal Determination	0 %
Consultant Services Required:	<p><i>The engineering responsibilities may include but are not limited to: The preparation of Conceptual plans, Preliminary plans, Contract plans, preparing and submitting necessary permits, contract documents, assisting with the bidding process for ADA compliant sidewalks and preparation of PS&E and final documents.</i></p> <p><i>Construction Phase: work with contractor on behalf of the City, assist with preconstruction conference, perform periodic site inspection, prepare change orders, inspect construction materials, check shop drawings submitted by contractor, conduct construction test and inspection, be present during critical construction operations, work with City to do full time inspections and reporting and participate in final inspection.</i></p>
Other Comments:	
Contact:	<p><i>Name: Thomas R. Dudley, Mayor</i> <i>Address: 121 East High Steet, Potosi, Missouri 63664</i> <i>Phone: 573-438-2767</i> <i>E-mail: trdudley@potosicityhall.org</i></p>
Deadline:	<i>Time, Date: 3:30 P.M. March 1, 2013</i>
Submit	<ul style="list-style-type: none"> Letter of interest should not exceed 2 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. 4 copies of the letter 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

Experience and Technical Competence -	30	Max Points
Capacity and Capability -	35	Max Points
Past Record of Performance -	35	Max Points