Sunset Hills

3939 South Lindbergh Boulevard Sunset Hills, Missouri 63127
314.849.3400 314.849.8720 www.sunset-hills.com

October 24, 2012

Dear Consultant:

The City of Sunset Hills 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 Public Works Department of the City of Sunset Hills; 3939 S. Lindbergh Blvd, Sunset Hills, MO 63127. Limit your letter of interest to no more than 5 pages. This letter should include any information which might help the City of Sunset Hills 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.

The DBE requirement set by MoDOT for this project is 10%. 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.

City of Sunset Hills will evaluate firms based on a) experience and competence, b) the capacity of the firm to perform the work in the timeframe needed, and c) past performance. (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.

All letters must be received by November 21, 2012 by 2:00 PM at Sunset Hills City Hall; 3939 S. Lindbergh Blvd, Sunset Hills, MO 63127.

Yours very truly,

Anne C. Lamitola, P.E.
City Engineer/Director of Public Works

attachment

# City of Sunset Hills: Department of Public Works

## West Watson Road - S. Lindbergh Blvd. to Robyn Road Background Information

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|---|---|
| Project Name | West Watson Road Rehabilitation and Sidewalk Improvements |
| Federal Aid Number | STP-5410(620) |
| TIP Number | 5819-13 |
| Location | West Watson Road between S. Lindbergh Blvd.<br>to Robyn Road |
| Length | 0.87 miles |
| Approximate Construction Cost | $1,041,753 |
| DBE Goal Determination | 10% |
| Consultant Services Required | Preliminary Engineering: responsibilities may include but are not limited to the following: preparation of conceptual plans, preliminary plans, contract plans, right of way plans, surveying, geotechnical investigations, public involvement, environmental and historic preservation services/ permits, contract documents, assisting with the bidding process, utility coordination/permits, preparation of PS&E and final documents, right-of-way exhibit and legal description preparation<br>Construction Engineering: work with contractor of 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 materials testing, be present during critical construction operations, work with City to do full inspections and reporting |
| Other Comments | The project consists of rehabilitation of deteriorated pavement, bicycle and pedestrian improvements, improved safety, and improved storm water control |
| Contact | Anne C. Lamitola, P.E.: City Engineer/Director of Public Works<br>Wesley E. Searcy: Assistant City Engineer<br>3939 S. Lindbergh Blvd.<br>Sunset Hills, MO 63127<br>(314) 849-3400<br>alamitola@sunset-hills.com or wsearcy@sunset-hills.com |
| Deadline | November 21, 2012 at 2:00 PM |

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

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| Experience and Technical Competence | 40 | Max Points |
| Capacity and Capability | 30 | Max Points |
| Past Record of Performance | 30 | Max Points |