

# *Chrystal Perkins County Clerk of Putnam County, Mo.*

ROOM 101, COURTHOUSE • UNIONVILLE, MISSOURI 63565-1659 • PHONE (660) 947-2674 • FAX (660) 947-4214

11-26-2013

Dear Consultant:

The **Putnam County Commission** 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 (3) 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 with **Putnam County Commission**. 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](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 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 4:00 pm, (December 20, 2013) at the office of Chrystal Perkins, County Clerk, 1601 Main, Rm 204, Unionville, MO 63565  
PHONE (660) 947-2674, FAX (660) 947-4214

Sincerely,



Randy Sands  
Presiding Commissioner

Attachment

GERALD OWINGS, Commissioner Western District  
24070 State Hwy H, Unionville, MO 63565

SHANE BRADSHAW, Commissioner Eastern District  
44368 165th St. Livonia, MO 63551

RANDY SANDS, Presiding Commissioner  
17470 State Hwy 129, Unionville, MO 63565

<b>City/County PUTNAM ROUTE CART 036 &amp; 044</b>	
Federal Aid No: BRO-B086(26)	
Location: BR. 0360035; S8/17, T66N, R21W BR. 0440005; S23/24, T66N, R22W	
Proposed Improvement: Remove and replace the existing bridges with new bridges.	
Length: 1000 ft +/-	
Approximate Construction Cost:	\$ 500,000
DBE Goal Determination:	9 %
Consultant Services Required:	<p><b>Hazardous Waste Inspections</b> Inspect project prior to bid advertisement for asbestos and lead paint. The accompanying hazardous waste reports MUST be in the bid proposal. See <u>EPG 136.6.4.10</u> for further information on Hazardous Waste.</p> <p><b>Bridge</b> The engineering responsibilities may include but are not limited to the preparation of Preliminary and Contract plans and Right of Way Plans. As part of preparing the plans the consultant may need to perform surveying, geotechnical investigations, hydraulic studies and provide environmental and historic preservation services/permits including the preparation of PS&amp;E and final documents.</p> <p><b>Roadway</b> The engineering responsibilities may include but are not limited to the following: The preparation of Conceptual plans, Preliminary plans, Contract plans and Right of Way Plans. Design services may include, right of way plans, surveying, geotechnical investigations, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, construction support/construction inspection, utility coordination/permits and traffic controls including the preparation of PS&amp;E and final documents.</p> <p><b>Construction Inspection</b> Construction Phase: work with contractor on behalf of the County, 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 County to do full time inspections and reporting and participate in final inspection.</p>

Other Comments:	
Contact:	Name: Randy Sands, Presiding Commissioner Address: 1601 Main Street, Room 204, Unionville, MO Phone: 660-947-2674 Email: putclerk@nemr.net
<ul style="list-style-type: none"> <li>• Submit: Letter of interest should not exceed <u>3</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>3</u> copies of the letter interest should be received at the address and by the time specified.</li> </ul>	

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 - 30 Max Points

Capacity and Capability - 30 Max Points

Past Record of Performance - 40 Max Points