

# *New Bourbon Regional Port Authority*

July 30, 2021

Dear Consultant:

The New Bourbon Regional Port Authority 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 New Bourbon Regional Port Authority. A detailed solicitation may be obtained online at the Missouri Department of Transportation's website

[http://www.modot.org/business/consultant\\_resources/LPAsolicitations.htm](http://www.modot.org/business/consultant_resources/LPAsolicitations.htm), or at the office of the New Bourbon Regional Port Authority. Limit your letter of interest to no more than 4 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 New Bourbon Regional Port Authority. The statement of qualification is not included in the total page count limit.

We request all letters be received by 2:00 pm, August 20, 2021, at 1 West St. Joseph Street, Perryville, MO 63775 or P.O. Box 366, Perryville, MO 63775.

Sincerely,

Ron Inman  
Chairman  
New Bourbon Regional Port Authority

Attachment

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|  |   |
|--|---|
| <b>City/County: New Bourbon Regional Port Authority, Harbor Facility</b> |   |
| State Funding No:  | Capital Improvement Funds 2022  |
| Location:  | Appx. 9000 Ft. E. of HW 61  |
| Proposed Improvement:  | Flow Study for proposed siltation elimination project   |
|  |   |
|  |   |
| DBE Goal Determination:  | 0%  |
| Consultant Services Required:  | <p>The New Bourbon Regional Port Authority located in Ste. Genevieve County is experiencing severe siltation at the mouth of its harbor. The Port is requesting professional engineering services to perform a hydraulic flow study to identify the cause of the siltation issues and create alternatives to eliminate the siltation problems. After the best alternative has been agreed upon; then proceed with the project design, prepare plans and specification and assist the Port through the bidding process through contract award. The engineering responsibilities may include but are not limited to the following:</p> <p>Conducting a Hydraulic Flow Study. The preparation of Conceptual plans, Design of Facilities, Preliminary plans, Contract plans. Design services may include, surveying, conduct marine survey, geotechnical investigations, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, including the preparation of PS&amp;E and final documents. Consulting with the Corps of Engineers and ensuring MODOT funding guidelines and requirements are met, along with preparing MODOT pay requests.</p> |
| Other Comments:  | N/A   |
| Contact:   | Name: Margaret Yates<br>Address: 1 West St. Joseph Street, P.O. Box 366, Perryville, MO 63775<br>Phone: (573) 547-8357 x 304<br>Email: <a href="mailto:myates@semorpc.org">myates@semorpc.org</a>   |
| Deadline:  | August 20, 2021, 2 p.m.   |

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- Submit: Letter of interest should not exceed 4 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three 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.

|                                       |           |            |
|---------------------------------------|-----------|------------|
| Experience and Technical Competence - | <u>40</u> | Max Points |
|---------------------------------------|-----------|------------|

|                           |           |            |
|---------------------------|-----------|------------|
| Capacity and Capability - | <u>30</u> | Max Points |
|---------------------------|-----------|------------|

|                              |           |            |
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| Past Record of Performance - | <u>30</u> | Max Points |
|------------------------------|-----------|------------|