

# CHARITON COUNTY COMMISSION

306 S. Cherry St.

Keytesville, MO 65261

Phone 660-288-3200

Fax 660-288-3403

Evan Emmerich  
Presiding Commissioner  
Susan Littleton  
Clerk of the County Commission  
660-288-3273

Jared Meyer  
Eastern District Commissioner  
Terry Milford  
Western District Commissioner

October 11, 2022

Dear Consultant:

Chariton County 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 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 Chariton County. 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 3 pm, (10/28/2022) at Chariton County's address.

Sincerely,



Evan Emmerich  
Presiding Commissioner

Attachment

