



Pemiscot County Commission
610 Ward Ave., Suite 1B
Caruthersville, MO 63830
Phone (573) 333-4203 ▪ Fax (573) 333-0440

Mark Cartee
Presiding Commissioner

Noble Nelson
Dist. 1 Assoc. Commissioner

Baughn Merideth
Dist. 2 Assoc. Commissioner

June 29, 2023

Dear Consultant:

The Pemiscot 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 our office. 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 Pemiscot 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, 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 3:00 pm, Thursday July 27, 2023 at the Pemiscot County Commission, 610 Ward Avenue, Suite 2A, Caruthersville, MO 63830.

Sincerely,

A handwritten signature in black ink that reads "Mark Cartee". The signature is stylized with a large, flowing "M" and "C".

Mark Cartee
Presiding Commissioner

Attachment

Pemiscot County Highway 84 Bridge Replacement	
MoDOT Project No:	SE0167
Location:	Approximately 2 miles east of the I-55 and Highway 84 intersection, between Hayti and Caruthersville.
Proposed Improvement:	Replace bridge J0291 on Highway 84
Project Length:	Approx. 0.5 miles
Approximate Construction Cost:	\$1,706,700
DBE Goal Determination:	0 %
Consultant Services Required:	<p>Design Phase - Bridge & Roadway: The engineering responsibilities may include but are not limited to the preparation of Conceptual Plans, Preliminary Plans, 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&E, utility coordination, contract documents, contract plans, final documents, and assisting with the bidding process including advertising, letting, and award.</p> <p>Construction Phase: The engineering responsibilities include working with the contractor on behalf of the County, assisting with preconstruction conference, perform periodic site inspection, prepare change orders, inspection construction materials, check shop drawings submitted, be present during critical construction operations, work with County for full time inspections and reporting and participate in final inspection.</p>
Other Comments:	
Contact:	Name: Pam Treece, County Clerk Address: 610 Ward Avenue, Suite 2A Caruthersville, MO 63830 Phone: 573-333-4203 Email: pemcoclerk@sbcglobal.net
Deadline:	Thursday, July 27, 2023 at 3:00 pm.
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed four (4) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Four (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.

Experience and Technical Competence - _____ Max Points

Capacity and Capability - _____ Max Points

Past Record of Performance - _____ Max Points