



**Linn County**

108 North High, Linneus, MO 64653

Fax: (660) 895-5527

Dick King-Presiding Commissioner  
Glen Murrain-1st District Commissioner  
Josh Muck- 2nd District Commissioner  
(660) 895-5547

Suzan Stephenson-County Clerk  
Dianna Dimitt-Deputy Clerk  
Monica Cochenour-Registration Clerk  
(660) 895-5417

June 11, 2024

Dear Consultant:

The Linn 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 5 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 the Linn 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, June 27<sup>th</sup> (06/27/2024) at Linn County Courthouse, 108 North High, Linneus, MO 64653.

Sincerely,

Dick King  
Presiding Commissioner

Attachment

<b>Linn County</b>		<b>Route: Laclede Avenue over Elk Creek</b>	
Federal Aid No:	BRO-R058044		
Location:	Laclede Avenue over Elk Creek		
Proposed Improvement:	Replacement of Bridge No. 0550011		
Length:	Double Box Culvert		
Approximate Construction Cost:	\$450,000		
DBE Goal Determination:	0%		
Consultant Services Required:	<p><b>Design Phase:</b> Bridge and Roadway, PS&amp;E and final documents. Preparations include but not limited to topographic and legal surveying, geotechnical and legal surveying, geotechnical investigations, hydraulic analysis, utilities and environmental and historical preservation services/permits.</p> <p><b>Bid Phase:</b> Advertising, letting and award services.</p> <p><b>Construction Phase:</b> Work with the contractor on behalf of the County, assist with the pre-construction conference, perform periodic site inspections, prepare change orders, inspect construction materials, check shop drawings submitted by the contractor, conduct construction test and inspection, be present during critical construction operations, work with the County to do inspections, reporting and participate in the final inspection.</p>		
Other Comments:	Will need to obtain design information from Rhodes Engineering Company		
Contact:	Name: Dick King Address: 108 North High, Linn County Courthouse, Linneus, MO 64653 Phone: 660-895-5517 Email: Linn.County@sos.mo.gov		
Deadline:	4:00 pm, June 27, 2024		
<ul style="list-style-type: none"> <li>Submit: Letter of interest should not exceed 5 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. 3 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.

- Experience and Technical Competence - 25 Max Points
- Capacity and Capability - 50 Max Points
- Past Record of Performance - 25 Max Points