

CHARITON COUNTY COMMISSION

306 S. Cherry Street
Keytesville, MO 65261
Phone 660-288-3200 Fax 660-288-3403

Tony McCollum
Presiding Commissioner
Susan Littleton
Clerk of the County Commission
660-288-3273

Ray Dowell
Eastern District Commissioner
Lawrence Gladbach
Western District Commissioner

June 28, 2012

Dear Consultant:

The Chariton 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 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.

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's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020) be submitted with your firm's Letter of Interest.

We request all letters be received by 4:30 p.m., 07/20/2012, at 306 S. Cherry St., Keytesville, MO 65261.

Sincerely,

Tony McCollum
Presiding Commissioner

Attachment

County of Chariton, Route 499	
Federal Aid No.:	B021 (35)
Location:	Section 35, Township 53 North, Range 17 West
Proposed Improvement:	Construct a bridge over the East Fork of the Chariton River
Length:	Approximately 176'
Approximate Construction Cost:	\$800,000.00
DBE Goal Determination	0%
Consultant Services Required:	<i>Engineering responsibilities may include but are not limited to the preparation of Preliminary and Contract 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 and final documents. Design services may include right of way plans, contract documents, assisting with the bidding process, construction support/construction inspection, and utility coordination/permits. The Consultant will work with the contractor on behalf of the County, assist with the 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 the County to do full time inspections and reporting and participate in final inspection.</i>
Other Comments:	<i>This bridge has been studied by other firms. Those reports are available for review.</i>
Contact:	<i>Name Tony McCollum Address 306 S Cherry St, Keytesville, MO 65261 Phone 660-288-3200 E-mail charitonclerk@centurytel.net</i>
Deadline:	<i>Time, Date 4:30 p.m., July 20, 2012</i>
Submit <ul style="list-style-type: none"> Letter of interest should not exceed 3 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. Additional criteria can be added with the approval of Central Office Design

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