

**COUNTY OF MERCER**

**Clifford Shipley  
Shane Grooms  
Zachary Martin  
Commissioners**

**Judy Hamilton  
County Clerk**

**Mercer County Courthouse  
802 E. Main  
Princeton, MO 64673  
(660)748-3425 - Fax 748-3445  
[mcclerk@grm.net](mailto:mcclerk@grm.net)**



January 3, 2013

Dear Consultant:

The **Mercer 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.

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'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 3:00 pm, February 8, 2013 at the office of the **Mercer County Clerk**, 802 East Main Street, Princeton, MO 64673

Sincerely,

Clifford Shipley  
Presiding Commissioner

Attachment

Federal Aid No.:	BRO-B065(32)
Location:	Bridge No. 0330021 in S1,T66N,R25W about 1 mile north of Hwy P
Proposed Improvement:	Replacement of existing Bridge No. 0330021
Length:	To be determined
Approximate Construction Cost:	\$ 270,000
DBE Goal Determination	0 %
Consultant Services Required:	<p><b>Bridge</b> The engineering responsibilities may include but are not limited to the preparation of Preliminary and Contract plans. Design services may include, right of way plans, surveying, geotechnical investigations, public involvement, environmental and historic preservation services/permits, hydraulic studies, contract documents, assisting with the bidding process, utility coordination/permits and traffic controls including the preparation of PS&amp;E and final documents.</p> <p><b>Roadway</b> The engineering responsibilities may include but are not limited to the following: The preparation of Conceptual plans, Preliminary plans, Contract plans. Design services may include, right of way plans, surveying, geotechnical investigations, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, utility coordination/permits and traffic controls including the preparation of PS&amp;E and final documents.</p> <p><b>Construction Inspection</b> Construction Phase: work with contractor on behalf of the County, assist with 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 County to do full time inspections and reporting and participate in final inspection.</p>
Other Comments:	
Contact:	Clifford Shipley, Presiding Commissioner 802 East Main Street, Princeton, MO 64673 660-748-3425
Deadline:	February 8, 2013 at 3 pm
Submit	<ul style="list-style-type: none"> <li>Letter of interest should not exceed <u>5</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>3</u> 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. Additional criteria can be added with the approval of Central Office Design

Experience and Technical Competence -	30	Max Points
Capacity and Capability -	30	Max Points
Past Record of Performance -	40	Max Points