

New Bourbon Regional Port Authority

October 9, 2019

Dear Consultant:

The New Bourbon Regional Port Authority 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 New Bourbon Regional Port Authority. A detailed solicitation may be obtained online at the Missouri Department of Transportation's website

http://www.modot.org/business/consultant_resources/LPA solicitations.htm, or at the office of the New Bourbon Regional Port Authority. 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 New Bourbon Regional Port Authority. The statement of qualification is not included in the total page count limit.

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 2:00 pm, October 25, 2019 at 1 West St. Joseph Street, Perryville, MO 63775 or P.O. Box 366, Perryville, MO 63775.

Sincerely,



Ron Inman
Chairman
New Bourbon Regional Port Authority

Attachment

New Bourbon Regional Port Authority

City/County: New Bourbon Regional Port Authority, Harbor Facility	
State Funding No:	WCI20000121
Location:	Appx. 9000 Ft. E. of HW 61
Proposed Improvement:	New Mooring Cell in Harbor, winch system, and related improvements
Length:	Moring Cells and Winching System
Approximate Construction Cost:	\$ 420,000
DBE Goal Determination:	0%
Consultant Services Required:	<p>The engineering responsibilities may include but are not limited to the following: The preparation of Conceptual plans, Design of Harbor Facilities, Preliminary plans, Contract plans and Right of Way Plans. Design services may include, right of way plans, surveying, conduct marine survey, geotechnical investigations, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, construction support/construction inspection, utility coordination/permits and traffic controls including the preparation of PS&E and final documents.</p> <p>Construction Phase: work with contractor on behalf of the Port, 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 the Port to do full time inspections and reporting and participate in final inspection.</p>
Other Comments:	N/A
Contact:	Name: Margaret Yates Address: 1 West St. Joseph Street, P.O. Box 366, Perryville, MO 63775 Phone: (573) 547-8357 x 304 Email: myates@semorpc.org
Deadline:	October 25, 2019
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed 4 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three copies of the letter interest should be received at the address and by the time specified. 	

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Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

Experience and Technical Competence - 40 Max Points

Capacity and Capability - 30 Max Points

Past Record of Performance - 30 Max Points