



COUNTY OF PETTIS

415 SOUTH OHIO AVENUE, SUITE 212, SEDALIA, MISSOURI
65301

WWW.PETTISCOMO.COM

Jim Marcum
Western Commissioner
660-826-5000 ext. 407

Bill Taylor
Presiding Commissioner
660-826-5000 ext. 405

Israel Baeza
Eastern Commissioner
660-826-5000 ext. 406

July 1, 2024

Dear Consultant:

The County of Pettis 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 five (5) pages. This letter should include statements indicating your firm's interest in the projects, your past experiences with MoDOT projects, your past experiences working with the County of Pettis, your ability to meet the timelines, and 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 actively engaged in completing. **A digital copy of the letter shall be included in the envelope.**

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.

The County of Pettis will evaluate firms based on a) experience and competence b) the capacity of the firm to perform the work in the timeframe needed c) past performance and d) proximity to and familiarity with the project area (23 CFR 172 - Administration of Engineering & Design Related Service Contracts and RSMo 8.285 through 8.291).

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with 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, or be on file with the County of Pettis. The statement of qualification is not included in the total page count limit.

Letters, including an electronic version must be received by 11:00 am, July 29, 2024, at the Pettis County Clerk's Office, 215 E 5th Street, Sedalia, MO 65301. Mark the outside of the envelope as: "TAP-3400(454)"

Sincerely,

Bill Taylor
Presiding Commissioner

Pettis County	
Federal Aid No:	TAP – 3400(454)
Location:	Along 32 nd Street Rd
Proposed Improvement:	Addition of bike lanes along 32 nd Street Road in Pettis County MO
Length:	3,500 ft.
Approximate Construction Cost:	\$391,146
DBE Goal Determination:	6%
Consultant Services Required:	<p>Design Phase: Roadway, PS&E and final documents. Preparations include but not limited to topographic and legal surveying, legal surveying, hydraulic analysis, utilities and environmental and historical preservation services/permits.</p> <p>Bid Phase: Advertising, letting and award services.</p> <p>Construction Phase: 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:	
Contact:	<p>Name: James Theisen Pettis County Courthouse, Sedalia, MO 65301</p> <p>Phone: 660-221-9627</p> <p>Email: gis@pettiscomo.com</p>

Deadline:

11:00 am, July 29, 2024

- 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 of 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 -

25 Max Points

Capacity and Capability -

50 Max Points

Past Record of Performance -

25 Max Points