

BENTON COUNTY COMMISSION

PO BOX 1238, 316 VAN BUREN ST.

WARSAW, MO 65355

660-438-7406

TOM SELF
Presiding Commissioner
JIM HANSEN
Assoc. Comm., North District
STEVE DALESKE
Assoc. Comm., South District

MARY LUTMAN
Clerk of Commission
TELEPHONE
660-438-7326
FAX
660-438-3275

Email:county.commissioner@bentoncomo.com

September 13, 2013

Dear Consultant:

The County of Benton 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. 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 **County of Benton**. 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, 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 1 pm, Oct 7th 2013 at **Benton County Commission, P.O. Box 1238, Warsaw, MO 65355.**

Sincerely,



Mary Lutman
Clerk of the County Commission

Attachment

Benton County Bridge 3440022 Raven Road	
Federal Aid No.:	BRO-B008(13)
Location:	Raven Road over Prairie Creek
Proposed Improvement:	Replace Bridge
Length:	Existing 32', Proposed 60'
Approximate Construction Cost:	\$160,000
DBE Goal Determination	0% for design phase
Consultant Services Required:	<p>Bridge <i>The engineering responsibilities may include but are not limited to the preparation of Preliminary and Contract plans and Right of Way 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.</i></p> <p>Hazardous Waste Inspections <i>Inspect project prior to bid advertisement for asbestos and lead paint. The accompanying hazardous waste reports MUST be in the bid proposal. See EPG 136.6.4.10 for further information on Hazardous Waste.</i></p> <p>Construction Inspection <i>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.</i></p>
Other Comments:	
Contact:	<i>Name: Benton County Clerk Address: P.O. Box 1238 Phone: 660-438-7326 E-mail: county.clerk@bentoncomo.com</i>
Deadline:	<i>1pm Oct 7, 2013</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. 3 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 -	30	Max Points
Capacity and Capability -	30	Max Points
Past Record of Performance -	30	Max Points