

**Subject: South Old Orchard Road Bridge Replacement Project  
(over Williams Creek)  
Federal Project No.: STP-9900(064)**

Dear Consultant:

The City of Jackson 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 ten (10) 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 the City of Jackson. 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](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 be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

Letters are to be received no later than 2:00 p.m., on Tuesday, May 14, 2013. Information received after that date and time will not be considered. Letters must be no longer than ten (10) pages in total length. Three (3) copies of all letters are to be submitted to the City Administrator's Office in a sealed envelope, clearly marked "**South Old Orchard Road Bridge Replacement Project; Attn: City Administrator**" and addressed to:

**James Roach, City Administrator  
City of Jackson  
101 Court Street  
Jackson, MO 63755**

Thanks for your interest in this matter.

Sincerely,  
Rodney W. Bollinger  
Public Works Director

<i>City/County: Jackson/Cape Girardeau, Route: South Old Orchard Road</i>	
Federal Aid No.:	STP-9900(064)
Location:	Bridge No. 0690013
Proposed Improvement:	Replace and widen bridge over Williams Creek and to improve the alignment and grade at the intersection of S. Old Orchard Rd. and County Road 306
Length:	Approx. 1,000 feet (Bridge length: Approx. 100 feet)
Approximate Construction Cost:	\$918,000.00
DBE Goal Determination	%0
Consultant Services Required:	<p><u>Preliminary Engineering Phase:</u> The engineering responsibilities may include but are not limited to the preparation of conceptual plans, preliminary plans, contract plans and right of way 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, construction support/construction inspection, utility coordination/permits and traffic controls, hydraulic studies and provide environmental and historic preservation services/permits, including the preparation of PS&amp;E and final documents.</p> <p><u>Construction Phase:</u> The engineering responsibilities may include but are not limited to working with contractor on behalf of the City, 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 City to do full time inspections and reporting and participate in final inspection.</p>
Other Comments:	The envelopes containing the letter of interest must be sealed, addressed and designated as proposals for the <b><u>South Old Orchard Road Bridge Replacement Project; Attn: City Administrator.</u></b>
Contact:	Rodney Bollinger, Public Works Director City of Jackson 101 Court St. Jackson, MO 63755 573-243-2300, ext. 31 <a href="mailto:rbollinger@jacksonmo.org">rbollinger@jacksonmo.org</a>
Deadline:	2:00 p.m., May 14, 2013
Submit:	<ul style="list-style-type: none"> <li>Letter of interest should not exceed ten (10) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three (3) 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 - 10 max. points

Capacity and Capability - 10 max. points

Past Record of Performance - 10 max. points