



Butler County Commission

SECOND FLOOR - ROOM 203 - BUTLER COUNTY COURTHOUSE
POPLAR BLUFF, MO 63901

ED STRENFEL
PRESIDING COMMISSIONER

DON ANDERSON
EASTERN DISTRICT

JEFF DARNELL
WESTERN DISTRICT

Phones: 573-686-8081
573-686-8069

Dear Consultant

The Butler 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 contingent upon the match funds being raised. 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.

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 firms.

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 4 P.M. , February 22, 2013 at Butler County Commission Office, 101 S. Main Street, Butler County Courthouse, Poplar Bluff, Missouri 63901.

Sincerely,

Ed Strenfel,
Presiding Commissioner

Attachment

Butler County Commission, Poplar Bluff, MO 63901

Federal Aid No.:	STP-5800(012)
Location:	S. Main Street, Poplar Bluff, Missouri – PB Historic Railroad Depot
Proposed Improvement:	Repair/Replica of historic railroad Grand Staircase
Length:	Approximately 66 steps plus railings
Approximate Construction Cost:	\$315, 280.85
DBE Goal Determination	0%
Consultant Services Required:	<p>Design Phase: The preparation of Preliminary plans, Contract plans, preparing and submitting necessary permits, determine the needs of the local agency, conduct topographic property and utility surveys sufficient to develop plans for the project, arrange for subsurface investigations if needed, contract documents, assisting with the bidding process, right of way plans and preparation of PS&E and final documents.</p> <p>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:	Additional information concerning the project is available upon request from the below contact information
Contact:	Ed Strenfel 101 Main St., Butler County Courthouse, Poplar Bluff, MO 63901 573-686-8050
Deadline:	4 P.M., February 22, 2013
Submit	<ul style="list-style-type: none"> Letter of interest should not exceed <u>10</u> pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>6</u> 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

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