

**MARK B. COLLINS**  
Presiding Commissioner

**BILL LOVELACE**  
Northern Commissioner

**BILLY SEXTON**  
Southern Commissioner



35 Court Square  
Room 302  
West Plains, MO 65775

Meeting Days:  
Mondays and Thursdays

Phone: 417-256-3872  
FAX: 417-256-2512

**HOWELL COUNTY COMMISSION**

February 3, 2014

Dear Consultant:

The Howell 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. 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 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 with Howell County Commission. 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.

We request all letters be received by 11:00 a.m., February 24, 2014 at 35 Court Square, Room 200 West Plains, Missouri 65775.

Sincerely,

A handwritten signature in blue ink that reads "Mark B. Collins".

Mark B. Collins  
Presiding Commissioner

Attachment

<b>City/County: Howell</b>	<b>Route: County Road 8530</b>
Federal Aid No:	BRO-B046(9)
Location:	County Road 8530
Proposed Improvement:	Replace low water crossing with a bridge structure on County Road 8530 over Mustion Creek
Length:	90 foot
Approximate Construction Cost:	\$ 325,000.00
DBE Goal Determination:	8%
Consultant Services Required:	<p><b>Hazardous Waste Inspections:</b> Inspect project prior to bid advertisement for asbestos and lead paint. The accompanying hazardous waste reports MUST be in the bid proposal. See <a href="#">EPG 136.6.4.10</a> for further information on Hazardous Waste.</p> <p><b>Bridge:</b> 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&amp;E and final documents.</p> <p><b>Construction Inspection:</b> 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, with with the County to do full time inspections and reporting and participate in final inspection.</p>
Other Comments:	
Contact:	Mark B. Collins, Presiding Commissioner 35 Court Square, Room 200 – West Plains, Missouri 65775 417-256-3872

	collins@howellcounty.net
Deadline:	11:00 a.m. February 24, 2014
<ul style="list-style-type: none"> <li>• Submit: Letter of interest should not exceed 10 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Four 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- MoDOT.

Experience and Technical Competence -	30	Max Points
Capacity and Capability -	30	Max Points
Past Record of Performance -	40	Max Points