

MISSISSIPPI COUNTY PORT AUTHORITY

4251 S 525th Rd, East Prairie, Missouri 63845 Phone (573) 683-0290 Fax (573) 649-3787

Swayne Byrd – Chairman

Tammi Hutcheson – Executive Director

November 16, 2009

Dear Consultant:

The Mississippi County Port Authority is requesting the services of a consulting civil 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. This letter should include a statement to indicate why your firm is interested in the project.

It should also include any other information which might help us in the selection process, such as:

- (a) the persons or team you would assign to each project
- (b) the backgrounds of those individuals
- (c) the firm's specialized experience and technical competence with respect to port projects involving the Mississippi River
- (d) the firm's proximity to and familiarity with the waterways system of the northern area of the lower Mississippi River
- (e) other projects your company has recently completed or are now active
- (f) references from all previous clients involved with the firm within the past two years
- (g) the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.

DBE firms must be certified by the Missouri Department of Transportation 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 projects they feel can be managed by their firm.

We request all letters be received by 4:00 pm (CST), 12/08/09 at the appropriate office.

Sincerely,



Tammi Hutcheson
Mississippi County Port Authority

Attachment

Mississippi County Port Authority, Ferry Project	
Federal Aid No:	ARRA-FB10(010)
Location:	Dorena-Hickman Ferry at Mississippi River in Miss. County
Proposed Improvement:	Design New Barge and Specify New Engines for existing Tug
Length:	N/A
Approximate Construction Cost:	<i>New Barge - \$750,000 Engine/Equipment Installation - \$165,000</i>
Consultant Services Required:	<p><i>Consultant to provide comprehensive planning and project management regarding the design/construction of a new barge and the installation of engines/equipment to an existing tug.</i></p> <p><i>Consultant will cooperate with Marine Architect/Engineer who will be providing plans and specifications. Consultant will produce final bid/RFP documents and incorporate plans and specifications prepared by Marine A/E.</i></p> <p><i>Consultant will handle any necessary environmental documentation, preparation of Requests for Proposals, and other pertinent documents necessary for procurement and concurrence.</i></p> <p><i>Consultant will assist Marine Architect with any necessary construction services include invoicing and final paperwork.</i></p>
Other Comments:	<i>Project is funded through the American Recovery and Reinvestment Act (ARRA)</i>
Contact:	<p><i>Tammi Hutcheson Mississippi County Port Authority 4251 South 525th Road East Prairie, MO 63845 (573) 683-0290</i></p>
Deadline:	<i>4:00 pm (CST) on Tuesday, December 8th, 2009</i>

Fig. 6-7