



105 West Capitol Avenue  
P.O. Box 270  
Jefferson City, Missouri 65102

Missouri Department of Transportation  
*Patrick K. McKenna, Director*

1.888.ASK MODOT (275.6636)

November 25, 2019

Dear Consultant:

The Missouri Highways and Transportation 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 **three** pages. This letter should include a statement to indicate your firm's understanding of the project. It should also include any other information which might help us in the selection process, including key personnel you would assign to the project and the backgrounds of those individuals, and any sub-consultants you would propose to use, and an indication of your firm's approach to promoting and developing a diverse workforce. MoDOT is committed to reflecting the diversity of the communities we serve and we expect our partners to do the same. We will utilize the consultant information already on file so we will not need a lengthy submittal of other general company information. In addition, please attach one page with detailed information on similar projects that your key personnel have worked on. Indicate the role your key personnel played in the projects and include reference contact information.

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 also encourage both DBE firms and non-DBE firms to consider joining MoDOT's Mentor/Protégé program whenever possible as part of a MoDOT project.

MoDOT will evaluate firms based on: Project Understanding & Innovation, Past Performance, Qualifications of Personnel Assigned, General Experience of Firm, Familiarity/Capability, Accessibility of Firm & Staff. Firm's not providing a response on approach to workforce diversity will be considered non-responsive to this solicitation. Firm's that are not current on all of the required prequalification categories found in [MoDOT's Approved Consultant Prequalification List](#) at the date of the solicitation expiration will be considered non-responsive.

We request all letters be received by 3:00 pm, December 13, 2019 at the appropriate office.

Sincerely,



Travis Koestner, P.E.  
State Design Engineer

Attachment

## **DISTRICT OFFICES**

District KC

Name – David Silvester, P.E., District Engineer  
Missouri Department of Transportation  
600 NE Colbern Rd.  
Lee's Summit, MO 64086

Contact

Thankam Mathew  
816-607-2204  
Thankam.mathew@modot.mo.gov  
Email responses are encouraged

**District KC**

<b>Jackson, Johnson ,Clay and Platte , Various</b>	
<b>Job No:</b>	J4S3210, J3I3046, J3P3111 J4P3215, J4P3276,
<b>Location:</b>	MO 7, I 70, US 50, US 169, MO 92,
<b>Proposed Improvement:</b>	Pavement Resurfacing
<b>Length:</b>	J4S3210= 3 mi. J3I3046= 15 mi., J3P3111=5 mi., J4P3215= 8 mi., J4P3276= 8 mi.
<b>Approximate Construction Cost:</b>	J4S3210=\$1,595,000, J3I3046=\$9,777,000, J3P3111=\$3,392,000, J4P3215=\$5,724,000, J4P3276=\$2,544,000
<b>DBE Goal (if applicable)</b>	0
<b>Consultant Services Required:</b>	Construction and Materials Testing & Inspection See Attachment- Scope of Services
<b>Other Comments:</b>	Interviews or presentation will not be required for the consultant selection.  Tentative Date of Consultant Selection-Dec 20 2019

**Rating Criteria w/Weighted Values**

Project Understanding & Innovation	25 Points Max
Past Performance	25 Points Max
Qualifications of Personnel Assigned	20 Points Max
General Experience of Firm	10 Points Max
Familiarity/Capability	10 Points Max
Accessibility of Firm & Staff	<u>10 Points Max</u>
	100 Points Max Total

# Exhibit A

## Consultant Bituminous Plant Inspection Requirements

### Scope of Services

The Consultant shall provide bituminous plant inspection and materials testing for quality assurance for Job No: J4S3210, J3I3046, J3P3111, J4P3215, and J4P3276, the project limits are described within the contract.

- 1) The scope of services shall include providing a MoDOT three (3) qualified inspector to assist in bituminous plant inspection on various projects at various locations. At times this may require reporting to the MoDOT District Office in Lee's Summit. The Consultant's representative (inspector) shall report to the Assistant District Construction and Materials Engineer or his (her) assigned representative. At a minimum, the qualified inspector shall be certified by MoDOT's technician certification program in the following categories; Aggregate Technician, Bituminous Technician, Super pave QC/QA. The Consultant inspector shall be available for both day and night hours, weekday and weekends, and holidays not recognized by the Contractor. He/she should expect to work the majority of the hours during night shift hours, defined as 7:00pm to 7:00am as a general guide. He/she is expected to remain at the production facility while material is being produced unless specified otherwise by MoDOT.
- 2) Consultant inspectors shall perform these duties in a manner to comply with the Missouri Standard Specifications for Highway Construction, the Engineering Policy Guide, contract specific requirements and other related material. Access to required documents will be made available. During performance of these services the consultant inspector shall comply with applicable federal, state and local laws, rules, regulations and ordinances.
- 3) The consultant inspector shall supply for strictly their own use; a pickup truck with acceptable yellow warning lights installed, cell phone with data capabilities including email, a laptop computer capable of accessing a wireless network, wireless connection capability, industry approved steel toe boots, hard hat, eye protection, hearing protection and both day and night reflective clothing meeting the requirements of Class 3. The consultant inspector will abide by all MoDOT policies while performing services under this contract, including but not limited to; seatbelt use, zero cell phone use while operating a vehicle, compliance with all MoDOT safety policy relative to the use of personal protective equipment (PPE).



4) MoDOT will supply tools and equipment not mentioned above, necessary to complete required inspection duties in a safe and effective manner.

5) Any inspection of the work conducted by the Consultant, whether notice of the results is provided to anyone or not provided to anyone, shall neither establish any duty on their part nor create any expectation of duty to anyone, including but not limited to third parties, regarding workplace safety. The Consultant shall not be responsible for the Contractor's means, methods, techniques, sequences or procedures of construction and testing, or the safety precautions and programs incident thereto, and the Consultant will not be responsible for the Contractor's performance of the work.

6) Testing of materials for Quality Assurance purposes. The consultant inspector shall follow the regulations set forth in Section 400 and Section 1015 of the Missouri Standard Specifications for Highway Construction, the guidelines set forth in Category 400 and applicable articles of Category 1000 of MoDOT's Engineering Policy Guide, and the directives found under "QualityManagement" on MoDOT's website. All three of these references can be found at <http://www.modot.org/business>.

7) Consultant inspectors shall keep a daily record of activities related to this contract in a digital diary approved by MoDOT for this purpose. The diary will become part of the final project documentation and will remain in MoDOT's possession when the contract is complete. This diary stays with the Consultant inspector regardless where she/he is assigned and tracks work hours, locations, specific project information, test results, conversations, etc., any and all information and communications deemed pertinent to the process.

8) MoDOT will provide guidance and mentoring relative to daily expectations in the completion of inspection duties. Failure to comply with directives will be address through action outlined in paragraph #10.

9) Consultant inspectors will communicate daily with the designated MoDOT representative and report failing tests results as soon as practically possible, as well as any action taken by the producer and the Consultant inspector. This communication can include verbal, electronic, hard copy or all of these. It is expected the Consultant inspector will actively participate in "Quality Control" of the materials and not just be a tester and observer. This will require active and dynamic communications at times.

10) Failure to comply with expectations outlined in this document is grounds for invalidating the contract. Efforts will be made first to correct negative performance. Verbal and written communication will document these efforts and the timeline to contract termination