

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

1.888.ASK MODOT (275.6636)

October 19, 2016

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 four 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: Past Performance, Qualifications of Personnel Assigned, Familiarity/Capability, General Experience of Firm, and Accessibility of Firm and 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, November 2, 2016 at the appropriate office.

Sincerely,  


Eric Schroeter, P.E.  
State Design Engineer

Attachment

**CENTRAL OFFICE**

Bridge Division  
Dennis Heckman, P.E.  
State Bridge Engineer  
Missouri Department of Transportation  
105 West Capitol Avenue  
Jefferson City, MO 65102

Contact  
David Koenig, P.E.  
Bridge Management Engineer  
Bridge Division  
Phone: (573)-526-0556  
Fax: (573)-526-5488  
David.Koenig@modot.mo.gov  
Email responses are encouraged

## Underwater Bridge Inspection

### Statewide on MoDOT or Locally Owned Structures

<b>Job No:</b>	Assigned, as needed, whenever there is a need for work.
<b>Location:</b>	Statewide
<b>Proposed Improvement:</b>	NA
<b>Length:</b>	NA
<b>Approximate Construction Cost:</b>	NA
<b>DBE Goal (if applicable)</b>	0%
<b>Consultant Services Required:</b>	<p>Performance of underwater inspections on bridge substructure units that are in waterways. Inspections may be performed on MoDOT Owned and Locally Owned structures.</p> <p>Consultant will be required to provide the professional, technical, and other personnel necessary to perform underwater inspections on structures crossing waterways. This includes having someone on site that meets the NBIS requirements for a Team Leader on bridge inspections. Additionally, personnel doing the dive portion of the inspections will be required to meet the NBIS requirements for an Underwater Bridge Inspection Diver. Also, the consultant will provide the equipment, material, or other things necessary for the performance of underwater inspections. All inspections shall be completed in accordance with NBIS and MoDOT requirements. Inspections may require the use of acoustic imaging as an additional tool to better define the below water condition of the substructure units and surrounding streambed.</p> <p>Two or more consultants will be selected to enter into on call hourly rate master agreements to provide these services as needed over a three year period. Memorandums of Understanding (MOU's) will be used each year to assign any work that is needed. Selection of a consultant does not guarantee that the consultant will get inspection work in each year of the contract.</p>
<b>Other Comments:</b>	<p>Interviews or presentation will not be required for the consultant selection.</p> <p>It is currently anticipated that consultant selection will be completed by December 15, 2016. Contract negotiations will begin after consultant selection. Work under these new contract agreements will not begin prior to January 15, 2017.</p>

### **Rating Criteria w/Weighted Values**

General Experience of Firm	15 Points Max
Past Performance	35 Points Max
Qualifications of Personnel Assigned	25 Points Max
Familiarity/Capability	15 Points Max
Accessibility of Firm & Staff	<u>10 Points Max</u>
	100 Points Max Total