

October 7, 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 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: 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, October 21, 2016 at the appropriate office.

Sincerely,



Eric Schroeter, P.E.
State Design Engineer

Attachment

DISTRICT OFFICES (Administration)

SE District
Mark Shelton – District Engineer
Missouri Department of Transportation
2675 North Main Street
Sikeston, Missouri 63801

Contact
Eric Krapf, PM
573-472-5261
Eric.Krapf@modot.mo.gov
Email responses are encouraged

Bridge Division
Stacy McMillan, P.E.
Structural Liaison Engineer
Bridge Division
Phone: 573-526-0250
Stacy.mcmillan@modot.mo.gov

Southeast District

Dunklin County, Route N	
Job No:	9S3221
Location:	Route N over Honey Cypress Ditch in Dunklin County
Proposed Improvement:	Bridge replacement and roadway modifications
Length:	0.2 mile
Approximate Construction Cost:	\$408,000
DBE Goal (if applicable)	8%
Consultant Services Required:	<p>Bridge: Preparation of bridge memorandum & Layout (including preliminary estimate), final bridge design and plan preparation for the new bridge.</p> <p>Roadway Design: Preparation of conceptual, preliminary, right of way and final plans.</p> <p>Surveying: Perform all field surveying necessary and staking for final geotechnical boring locations. All mapping for project design is complete and will be made available to consultant</p> <p>Geotechnical: Consultant will be responsible for filling out all necessary information to request final soundings from MoDOT's Geotechnical Section by January 27, 2017. MoDOT to perform final geotechnical soundings for the project and to provide to consultant by April 28, 2017.</p>
Other Comments:	<p>100% unsigned and unsealed bridge and roadway plans are due to MoDOT by September 29, 2017. Final electronic signed and sealed bridge and roadway plans and JSP's must be submitted to MoDOT by October 27, 2017 for a January 2018 letting.</p> <p>Consultant will be required to coordinate with MoDOT Bridge Division regarding bridge design.</p> <p>No interviews are planned for this project.</p> <p>Tentative Date of Consultant Selection- November 4, 2016</p>

	<p>Job 9S3229, Route O, Dunklin County, will be included in this solicitation and require the same services and deadline. Project information is included below.</p> <p>Existing roadway and bridge plans and other project information is available for download at the following location:</p> <p>ftp://ftp.modot.mo.gov/Central%20Office/BR/J9S3221_J9S3229/</p>
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Dunklin County, Route O	
Job No:	9S3229
Location:	Route O over Snipe Slough Ditch in Dunklin County
Proposed Improvement:	Bridge replacement and roadway modifications
Length:	0.2 mile
Approximate Construction Cost:	\$424,000
DBE Goal (if applicable)	8%
Consultant Services Required:	<p>Bridge: Preparation of bridge memorandum & Layout (including preliminary estimate), final bridge design and plan preparation for the new bridge.</p> <p>Roadway Design: Preparation of conceptual, preliminary, right of way and final plans.</p> <p>Surveying: Perform all field surveying necessary and staking for final geotechnical boring locations. All mapping for project design is complete and will be made available to consultant</p> <p>Geotechnical: Consultant will be responsible for filling out all necessary information to request final soundings from MoDOT's Geotechnical Section by January 27, 2017. MoDOT to perform final geotechnical soundings for the project and to provide to consultant by April 28, 2017.</p>

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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

