



Missouri Department of Transportation
David B. Nichols, Director

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

573.751.2551
Fax: 573.751.6555
1.888.ASK MODOT (275.6636)

September 12, 2013

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 15 pages. This letter should include:

1. A statement to indicate your firm's understanding of the project.
2. Identification of any sub-consultants you would propose to use
3. Key personnel you would assign to the project and their backgrounds, including detailed information on similar projects they have worked on, their role on that project and contact information for the project.
4. 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.
5. An indication of your firm's experience doing similar projects including contact information
6. An indication of your firm's recommended approach for the outreach efforts
7. Any other information which might help us in the selection process.

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, Accessibility of Firm and Staff, Understanding of Project and Outreach Effort Proposal. Firms not providing a response on approach to workforce diversity will be considered non-responsive to this solicitation. Firms 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 CST, September 26, 2013 at the Multimodal Operations Division office. Email responses (to Cheryl.Ball@MoDOT.Mo.Gov) are encouraged. If submitting in paper format, please provide six (6) copies to the Multimodal Operations Division office.

Sincerely,

Eric Schroeter, P.E.
Interim State Design Engineer

Attachment



Our mission is to provide a world-class transportation experience that
delights our customers and promotes a prosperous Missouri.
www.modot.org

Central Office

Multimodal Operation Division
Michelle Teel, PE - Director
Missouri Department of Transportation
105 West Capitol Avenue
P.O. Box 270
Jefferson City, MO 65102

Contact

Cheryl Ball, Waterways and Freight Administrator
573-526-5578
Cheryl.Ball@modot.mo.gov
Email responses are encouraged

Multimodal Division

2013 State Freight Plan	
Job No:	
Location:	
Proposed Improvement:	Development of Statewide Freight Plan including freight metrics and freight transportation needs identification.
Length:	
DBE Goal (if applicable)	10%
Consultant Services Required:	Freight Planning, Public Outreach, Performance Metrics Scope of Work attached
Other Comments:	<p>Tentative Date the Consultant Short List will be posted to the web – October 1, 2013</p> <p>Interviews will be conducted with the short listed firms. Tentatively scheduled for week of October 7, 2013</p> <p>Tentative Date of Consultant Selection-October 15, 2013</p> <p>Please note the scope of services includes varying due dates for the identified key deliverables</p>

Rating Criteria w/Weighted Values

General Experience of Firm	15 Points Max
Past Performance	15 Points Max
Qualifications of Personnel Assigned	25 Points Max
Familiarity/Capability	15 Points Max
Accessibility of Firm & Staff	10 Points Max
Understanding of Project and Outreach Effort Proposal	<u>20 Points Max</u>
	100 Points Max Total

Scope of Services

1. **Background:** In 2012, Congress enacted MAP-21 including Section 1118 encouraging departments of transportation to develop a statewide freight plan. USDOT published interim guidance further defining the elements required for a statewide freight plan. Concurrently, MoDOT was updating its long range transportation plan through the On the Move effort. Through that effort, four pillars of Missouri's transportation vision were developed. These pillars will guide the strategies and actions for MoDOT investments.
2. **General Project Scope:** One pillar from On the Move is Support Jobs and the Economy. This project is intended to develop this pillar further by assessing commodities and freight movement from, to, and in Missouri, identifying multimodal transportation goals, strategies and actions that can be implemented to support jobs and businesses in Missouri, developing performance measures that can be used to assess Missouri's performance, and developing a return on investment analysis tool that MoDOT can use for analyzing modal investments. This will require engaging the business communities, modal owners, freight haulers, and public officials to identify the supply chain needs of Missouri's transportation system. The successful team will guide the project from assessing freight commodities and movement today through a determination of what strategic investments need to be made to improve the efficiency, reliability, cost, and safety of good movement. The project's ultimate goal is development of a statewide freight plan that meets the requirements of MAP-21 and is supported by the freight stakeholders with informed consent for the strategies, goals, and projects that are developed through this process that will guide investment decisions at MoDOT.
3. **Services and Deliverables:** The successful team shall provide the following professional services:
 - a. **Creation of an educational Missouri Freight handout.** This short document will identify why investing in freight movement infrastructure is important to Missouri's economy and jobs. This story of Missouri freight will be a foundational element of the educational element for this project and will link freight movement to Missourian's jobs, economy, and quality of life. The intended audience for this document is public officials and the general public. **This product must be delivered no later than 4 p.m. September 2, 2014, including review time.**
 - b. **Return on Investment Analysis.** In support of the On the Move pillars, an analysis is desired that will identify the return on investment by mode related to jobs and economic growth. This analysis will be of sufficient detail to allow MoDOT to use for analyzing modal investments by project or program. **This product must be delivered no later than 4 p.m. September 2, 2014, including review time.**
 - c. **Freight Performance Metric.** Development of a freight performance measure for MoDOT's Tracker document to be updated annually. The outcome of this service will be comparing transportation costs for up to 10 key products in Missouri to those surrounding state's to the same destinations. This service shall include identifying Missouri's critical products to compare, annually calculating the transportation costs, visually depicting those comparisons, and providing a brief one to two pages analyzing the differences. **Through this contract, the successful team will create and populate this metric with the latest available data no later than 4 p.m. January 10, 2014 and provide annual updates through January 2018.**

- d. **Creation of Missouri's State Freight Plan.** The desired outcome of this project is to create an comprehensive implementable plan that incorporates and supports MoDOT's priorities identified in On the Move of:

- Maintain existing services and systems
- Keep travelers safe
- Support jobs and the economy
- Connects the system and provides alternatives

The Freight Plan will be multimodal in nature and include highway, rail, waterway, intermodal, and air cargo transportation. The plan will meet the six required state freight plan criteria outlined in Section 1118 of MAP-21 and the USDOT guidance from 77 FR 62596.

- i. Strategic Goals – how the plan will improve the ability of Missouri to meet national freight goals established under 23 USC 167.
- ii. Freight Policies, Strategies, and Institutions that will guide the freight-related transportation investment decisions of Missouri
- iii. State Freight Transportation Assets
- iv. Condition and Performance of the State Freight Transportation System -- Identify the performance measures that will guide freight-related investment decisions.
- v. Overview of Trends, Needs, and Issues that will have significant impact on freight systems in Missouri.
- vi. State Freight Improvement Strategy – a description of the strategies Missouri will employ to address freight mobility issues.

It will incorporate and build upon recent freight planning work done by Mid America Regional Planning Commission, East West Gateway Coordinating Council, the Missouri River Freight Corridor Assessment and Development Plan (available at <http://www.modot.org/othertransportation/freight/documents/FreightReportSummary.pdf>) and Missouri's State Rail Plan. Additionally, this plan will be consistent with MoDOT's Values and Tangible Results.

The final plan will include both a technical document and an executive summary developed through the informed consent of MHTC stakeholders. The technical document will include both a statewide view and sufficient detail for each of MoDOT's seven district offices to provide prioritization and investment guidance to those regions.

The final plan should include a list of agreed upon a defined Missouri freight network, goals, strategies, and implementable actions to guide MoDOT freight investment for the next 10+ years. Projects identified will include the associated benefits of each to Missouri jobs and economy. These goals, strategies and actions should be arrived at through extensive stakeholder input and support from supply chain businesses, mode operators, planning partners, logistics professionals, public officials, and MHTC staff. This product is intended to guide MHTC and its seven regions to answer the question *"If we want to invest \$X for freight movement, this is what we would do and this is what the benefits will be."*

A bulleted *Outline* of the State Freight Plan and the *Final* list of identified project needs and their associated benefits shall be delivered no later than 4 p.m., May 30, 2014.

The *Draft* State Freight Plan will be delivered no later than 4 p.m. June 30, 2014

The *Final* State Freight Plan will be delivered no later than 4 p.m. September 2, 2014.

- e. **Strategic Guidance and Public Engagement.** The successful team is responsible for providing an updated, stakeholder-supported Missouri Freight Plan to MHTC. This shall include but not be limited to:
 - i. Lead development of and facilitate the engagement plan resulting in stakeholder support of this project. MoDOT's On the Move included a robust public engagement effort. The results of those efforts are a strong sense of the vision for transportation in Missouri including supporting jobs and the economy. The Stakeholder engagement for this plan will build upon those efforts by targeting those who make the decisions on how and where goods are moved in and through Missouri to further define strategies and practices that can be implemented to realize that vision. In addition to the traditional planning partners and key stakeholders, this stakeholder engagement should engage the modal operators, the third party logistics firms, the distribution center operators, logistics professionals, and corporate executives who can identify what is needed to support their businesses, attract new business, and grow employment and the economy. MHTC, MoDOT's executive team, and MoDOT's senior managers will be an integral part of this engagement plan.
 - ii. Draft a plan to educate Missourians on the benefits of investment in the movement of freight in Missouri. The story of Missouri freight will be a foundational element for this project and will link freight movement to Missourian's jobs, economy, and quality of life.
 - iii. Draft the presentation documents for use during development and at end of this project.
- 4. **MHTC Responsibilities:** In developing the State Freight Plan, MHTC will provide the following information:
 - i. Costing of needs, policies, and projects discovered from the stakeholder involvement of the update.
 - ii. Existing system data in the form of maps and/or graphs including bridges, roads, ports, transit, rail, air, roadway and bridge system conditions, etc.
 - iii. Other technical tasks as determined necessary.