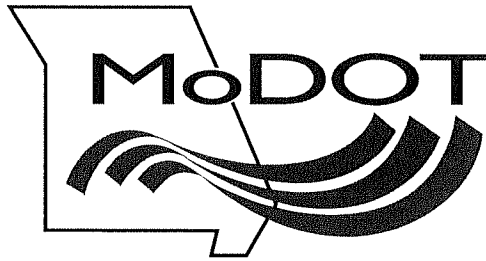


*Missouri  
Department  
of Transportation*



Pete K. Rahn, Director

105 West Capitol Avenue  
P.O. Box 270  
Jefferson City, MO 65102  
(573) 751-2551  
Fax (573) 751-6555  
[www.modot.state.mo.us](http://www.modot.state.mo.us)

October 13, 2009

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 exhibit. One or more consultants may be selected to perform a portion or all of these services.

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 two pages. 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 the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active. We will utilize the consultant information already on file so we will not need a lengthy submittal of other general company information. If you have any questions pertaining to the consultant information on file, please contact Sandra Riley at 573-522-2002.

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 3:00 pm, October 23, 2009 at the appropriate office.

Sincerely,

Dave Nichols  
Director of Program Delivery

Attachment

cc: Ms. Kelly Lucas-rw  
Ms. Kathy Harvey-de  
Mr. Dennis Heckman-br

**CENTRAL OFFICE**

Kelly Lucas – Right of Way Director  
Missouri Department of Transportation  
105 West Capitol Avenue, P.O. Box 270  
Jefferson City, MO 65102

**Contact**

Gregory S. Wood, Realty to Roads Project Director  
573-751-7716  
Gregory.Wood@modot.mo.gov  
Email responses are encouraged



**EXHIBIT I**

**SCOPE OF SERVICES**

The work covered by this Agreement shall include furnishing equipment, materials, professional, technical, and personnel resources necessary for the performance of researching, investigating and monument corners, marking property lines and completion of a sealed plat for parcel(s).

The SURVEYOR shall commence work within ten (10) days after he has received written approval from the Department Representative and will complete the work by February 19, 2010.

The following information will explain and define the items of importance relating to this project. All the elements of work that are necessary to satisfactorily complete the surveying of this project may not be listed. The lack of a specific listing of an element or item of work does not in itself constitute a basis for additional services or work supplement, and/or adjustment in compensation.

**I. PROJECT**

Consultant shall be responsible for all research of:

- title records and abstracts (may include deeds of record, title certification, etc.).
- evidence from recorded surveys.
- highway plans and right of way deeds in the affected area.
- deeds and plats for affected properties.

The survey shall be referenced to Missouri Coordinate System of 1983. First or Second Order control networks will be conducted as prescribed in Missouri Minimum Standards 10 CSR 30-4.

Consultant shall produce a survey report containing the following:

- List of personnel involved and their duties during survey.
- Detail of findings and what was used to determine boundary location and existing right of way lines.
- Signature and seal of responsible surveyor.

Consultant shall update or create corner documents as per Missouri Minimum Standards for Property Boundary Surveys 10 CSR 30-3.

Consultant shall provide the department with a preliminary survey plat for review of new MoDOT boundary lines before monuments are to be set.



## **LAND SURVEYING SERVICES SCOPE OF SERVICES**

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Consultant shall provide the department with survey plats as per Missouri Minimum Standards for Property Boundary Surveys 10 CSR 30-2 and meet all requirements set forth by county recorder of county where the parcel is surveyed. Plat will show all encroachments either of record or physical. A checklist for review of survey plats (as provided) will be completed and submitted with each survey plat.

Consultant shall set monumentation along MoDOT's new boundary line as per MoDOT's EPG and all others to meet the permanent monument description as defined by Missouri Minimum Standards for Property Boundary Surveys 10 CSR 30-2.060.

Consultant shall record the survey plat with the county recorders office.

### **II. PROJECT LOCATION AND LIMITS**

The project sites are located in Various Counties in Missouri. Please refer to table II-1thru II-3.

### **III. SERVICES AND DATA PROVIDED BY THE COMMISSION**

The Commission will provide available information of record to the consultant.

**TABLE III-1  
NORTH CENTRAL DISTRICT  
PARCEL LOCATIONS**

<b>Parcel Number</b>	<b>County</b>	<b>RTE</b>	<b>Location Description</b>
E2-0012	Livingston	36	Southwest quadrant of Route 36 and Livingston County Road intersection all in Sect. 20, Twnshp. 57, Range 25 West
E2-0013	Livingston	36	Southwest quadrant of Route 36 and county road 405 approximately 3/4 mile west of Route D
E2-0020	Macon	63	LaPlata, MO - tract is a large triangular tract containing 9 acres m/l and runs parallel to E2-0021, which is on the south. The tract is east of Route 63 highway - near the intersection of Route D and Route 63.
E2-0021	Macon	63	LaPlata, Mo - long triangular tract containing 3.33 acr m/l - and is located on the east side of Route 63. And runs south of E2-0020.
E2-0022	Macon	63	LaPlata, MO - small triangular piece lying in the northeast quadrant of the railroad and Route 63 - containing 0.520 of an acre m/l



**LAND SURVEYING SERVICES  
SCOPE OF SERVICES**

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**TABLE III-2  
SOUTH CENTRAL DISTRICT  
PARCEL LOCATIONS**

<b>Parcel Number</b>	<b>County</b>	<b>RTE</b>	<b>Location Description</b>
E9-0216	Howell	60	The property is located on the south side of Route 60 at the intersection of Route 60 and 5th Street in Mountain View, Missouri. It is located in the SE1/4 of the NE1/4 of Sec 22, Twn 27N Rge 7W in Howell County, Missouri. It is the old Mountain View Maint. Lot, and contains approx. 3 acres.
E9-0112	Carter	60	This property is located on the south/west side of Route 60, approx. 1 ¼ miles east of Fremont, Missouri. It is in Sec 2, Township 26N, Range 2W. The parcel contains approximately 16 acres.
E9-101	Carter	60	The property is located on the North side of Route 60 in the East Half Lot 1 of the NW Quarter in Section 6, Township 26N, Range 1W, in Carter County. It is about 3 miles east of the intersection of Route 60 and Route J. It contains approximately 3.4 acres.
E9-102	Carter	60	The property is located on the North side of Route 60 in the West Half Lot 1 of the Northeast Quarter in Section 6, Township 26N, Range 1W, in Carter County. It is about 3.2 miles east of the intersection of Route 60 and Route J. It contains approximately 1.06 acres.
E9-031	Shannon	60	The property is located at the south side of Route 60, just west of Winona, Missouri. The property is the old Winona Maintenance Lot and is located in SW 1/4 of the NE 1/4 of Section 23, Township 27 North, Range 4 West in Shannon County. It contains approximately 8 acres.
E9-0249	Pulaski	66	The property is located in Waynesville, Missouri, on the the south side of Business Loop 66, in the SE 1/4 of Section 24 and the NE 1/4 of Section 25, Township 36 North, Range 12 West. The property lays between the Business Loop and Hillside Drive, and contains approximately 0.75 acres.
E9-0250	Pulaski	66	The property is located in Waynesville, Missouri, on the north side of Business Loop 66, in the SE 1/4 of Sec 24, Twn 36 N, Range 12 W. It is located approximately 500 feet east of the intersection of Business Loop 66 and Route 17 North. The property contains approximately 1.5 acres.
E9-0025	Reynolds	21/72	Property is located in the Northern Quadrant of Old Route 21 and Route V, in the East Half of the Southeast Quarter, Section 5, Township 31 North, Range 1 East, in Reynolds County. It consists of an old MoDOT stockpile site, that is being leased to Reynolds County Road Department. The parcel contains approximately 1.75 acres.



**IV. Beginning the Work.**

- a. The consultant shall start work provided that MoDOT has notified the consultant that work may begin.
- b. No work shall be done without MoDOT notification that work may begin.
- c. The procedures indicated in the specifications will be followed.

**V. Acceptance of Completed Work**

- a. The consultant shall submit all completed work promptly to allow time for proper review. Work reviewed and found in accordance with the specifications shall be recorded with the county recorder's office. The work is considered to constitute "satisfactorily completed and accepted work" following notification of the filing book and page as provided by the county recorder is sent to the realty to roads project director.
- b. In the event that some work is found to be unacceptable in accordance with the specifications, and reworking is deemed necessary, the consultant agrees that it shall redo such work without expense to the Missouri Department of Transportation, even though final payment may have been received. The consultant must give immediate attention to these changes so there will be a minimum delay. The above and foregoing is not to be construed as a limitation of the Missouri Department of Transportation right to seek recovery of damages for negligence on the part of the consultant.
- c. Return of Source Data: The consultant shall return to the Commission all of the provided source data, including all aerial photographs and maps.
- d. Data Quality. The consultant shall be responsible for the professional quality, technical accuracy and the coordination of data, documents and other services furnished for this project.
  - i. Additional Services. The Commission reserves the right to request additional work beyond the scope of services



addressed in this document. In this event, a supplemental agreement shall be executed and approved prior to the performance of additional services. Changes in compensation will be addressed in the supplemental agreement.

- ii. Documentation. The consultant shall provide any documentation necessary to explain, support and clarify the procedures used for data development.
- iii. Data Ownership. All data and documents prepared in performance of this Scope of Services shall be delivered to and become the property of the Commission upon suspension, abandonment, cancellation, termination, or completion of the consultant's services.

#### **VI) Schedule and Delivery**

- a. Schedule - The consultant will continuously prosecute the work and survey deliverables shall be submitted MoDOT as they are completed. The time of completion for all of the work addressed in these documents shall be February 19, 2010.
- b. The Commission will grant time extensions for unavoidable delays beyond the control of the consultant. Requests for extensions of time shall be in writing by the consultant, before plans are due, stating fully the reasons for the request.
- d. All material shall be delivered to:

Missouri Department of Transportation  
P.O. Box 270  
105 West Capitol Avenue  
Jefferson City MO 65102  
Attention: Gregory S. Wood, Realty to Roads Project Director