



OZARKS TRANSPORTATION ORGANIZATION
A METROPOLITAN PLANNING ORGANIZATION

Ozarks Transportation Organization
2208 W. Chesterfield Blvd., Suite 101
Springfield, MO 65807
Phone: (417) 865-3042 Ext. 100

REQUEST FOR QUALIFICATIONS: RFQ 001-2021, North Highway 13 Corridor Study
DEADLINE: Friday, August 13, 2021 at 12:00 PM, Central Standard Time
DELIVERY LOCATION: 2208 W. Chesterfield Blvd., Suite 101, Springfield, MO 65807
PURCHASING AGENT: Debbie Parks, dparks@ozarkstransportation.org
DATE OF ISSUE: July 14, 2021

REQUEST FOR QUALIFICATIONS
RFQ 001-2021, North Highway 13 Corridor Study

RFQ shall be submitted in an envelope with the Request for Qualification number and the respondent's name and address clearly indicated on the envelope or by e-mail with "REQUEST FOR QUALIFICATION: #001-2021" in the subject line. All submissions must be submitted by the time and date above.

Respondents are strongly encouraged to carefully read the entire Request for Qualifications.

The undersigned hereby certifies a thorough review of this Request for Qualifications. The undersigned also certifies the firm and key personnel indicated in its Statement of Qualifications will be used on this project in the same manner and to the same extent as so indicated. All provisions of this Request for Qualifications will be incorporated within the contract for services with the selected firm. All statements, representations, covenants, and/or certifications set forth in the Statement of Qualifications are complete and accurate. This offer is not subject to withdrawal by the Proposer unless upon mutual written agreement by the Proposer and the OTO Executive Director.

Name of Firm/Consultant: _____

Contact Person: _____ Title: _____

E-Mail: _____ Phone: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Signature: _____ Date: _____

I. GENERAL INFORMATION

PURPOSE. Ozarks Transportation Organization (OTO) located in Greene County, Missouri requests submissions from firms interested in being selected to develop conceptual alternatives for the interchange of I-44 and MO 13 and its surroundings. OTO expects to select one firm for the development of this study. OTO receives federal, state, and local grant funding and other funding from local governmental entities.

BACKGROUND. Ozarks Transportation Organization (OTO) Metropolitan Planning Organization (MPO) is the federally designated regional transportation planning organization that serves as a forum for cooperative transportation decision-making by state and local governments, and regional transportation and planning agencies. MPO's are charged with maintaining and conducting a "continuing, cooperative, and comprehensive" regional transportation planning and project programming process for the MPO's study area. The study area is defined as the area projected to become urbanized within the next 20 years.

OTO's Board of Directors includes local elected and appointed officials from Christian and Greene Counties, and the cities of Battlefield, Nixa, Ozark, Republic, Springfield, Strafford and Willard. It also includes technical staffs from the Missouri Department of Transportation, Federal Highway Administration, Federal Transit Administration, and the Federal Aviation Administration and members from public transportation providers and citizen representatives.

The existing diverging diamond interchange at I-44 and MO 13 was completed in June 2009. The current configuration was selected to facilitate the large volume of left-turning traffic onto I-44. In conjunction with the construction of the diverging diamond, changes were made at the intersection of Norton Rd, to the north, and Evergreen St and Golden Palace, to the south. Today, the traffic queue exiting WB I-44 extends into mainline I-44 traffic and traffic delays of up to 20 minutes are experienced by SB MO 13 drivers. The goal of this study to identify improvements to the existing interchange or identify alternative interchange designs.

SCHEDULE. The following is the schedule of events which are anticipated by OTO for the implementation and completion of selecting the firm/consultant to provide the requested services as outlined in the Statement of Scope. OTO may, in its discretion, revise the schedule of events at any time as may be in its best interests:

<u>Event</u>	<u>Date</u>
Post Request for Submissions	July 14
Final questions due from proposers	August 3
OTO's final responses to questions	August 5
Submissions due	August 13
Date for potential interviews	August __
Date for final selection	Expected August 27

FEES AND PAYMENT. The Ozarks Transportation Organization will begin contract negotiations with the firm determined to be the most qualified. Maximum contract cost is \$300,000. In the event that a contract cannot be negotiated with the first firm, the Ozarks Transportation Organization reserves the right to negotiate with the next qualified firm(s) until a contract can be reached. The selected firm/consultant will be paid upon satisfactory completion of outlined tasks. Pre-payment is not acceptable. Partial payments will be made upon completion of each task with substantiated invoice. The following table outlines amount payable with task

Task Number	Cumulative Percent of Contract Payable Upon Completion
Task 3 Origin/Destination Analysis	10%
Task 4 Updating OTO Travel Demand Model	25%
Task 5 Conceptual Report-Norton	50%
Task 6 Conceptual Report- I-44/MO 13 Interchange (Final Deliverable)	100%

OTO POLICIES AND PROCEDURES. The following OTO policies and procedures are applicable to the RFQ:

- A. This RFQ does not commit OTO to select a firm/consultant or to pay any costs incurred in the preparation or mailing of the submittal. A failure to award a contract will not result in a cause for action against the OTO.
- B. OTO reserves the right to the following:
 1. To waive minor deficiencies and informalities;
 2. To accept or reject any or all submissions received as a result of the RFQ;
 3. To obtain information concerning any or all proposers from any source;
 4. To request an oral interview from any or all proposers.
 5. If the selected firm/consultant undergoes a change of key personnel, OTO reserves the right to approve any substitute personnel or terminate the services at OTO sole discretion.
 6. To seek new submissions when such a procedure is reasonable and in the best interests of OTO.
- C. OTO complies with Federal Contracting Requirements. A list of applicable contract language can be found on the OTO website:
<http://www.ozarkstransportation.org/RequestforProposals/RequestForProposals.html>.
- D. The OTO follows FTA purchasing guidelines and does not pay retainers or in advance of completed deliverables.

II. SUBMITTAL INSTRUCTIONS

FORMAT OF SUBMISSIONS. In order for the OTO to adequately compare statements of qualifications (SOQ) and value them uniformly and objectively, all SOQs shall be submitted in accordance with the format outlined below. The SOQ, including the cover letter, should be no more than 5 pages.

1. **Cover Letter.** The complete legal name, address, permanent address and telephone number of the Company including the name of the person to contact for discussion of the submissions. Also, include the RFQ title and due date and time.
2. **Understanding of Project.** Prepare a summary of the Respondent's understanding of the work involved in performing the tasks and services described in the RFQ. Address understanding of the following:
 - *Project goals;*
 - *The complexity, challenges and problems involved in planning and performing the work;*
 - *Approaches and philosophy for dealing with problems;*
 - *Sensitivity and experience dealing with key issues;*
 - *Any additional issues or matters relating to the RFQ which the Respondent believes should be addressed.*
3. **Similar Experience.** Provide an overview of projects completed by firm that included similar challenges, roadway types, and requested study elements.
4. **Company Overview.** Overview of the firm, including the year founded, office locations, and the number of years in practice. A description of the firm's current staffing should be included. The overview should demonstrate experience with similar projects.
5. **Team Resumes.** Identify key personnel proposed for this project, describe their qualifications and experience for assigned roles, and identify areas of project responsibility and level of commitment. Include current resumes for key personnel, including any sub-consultants Please also include expected workloads of key personal during the anticipated contractual period. (Note: OTO must approve any change in key personnel after the award of a project before the change is made)
6. **References.** A list of references with phone numbers should accompany the RFQ.

SUBMISSIONS DUE DATE.

One copy will be received no later than **12:00 P.M, Friday August 13, 2021.**

RFQ DELIVERY REQUIREMENTS. Any submittals received after the above stated time and date will not be considered. It shall be the sole responsibility of the proposer to have their RFQ delivered to the Ozarks Transportation for receipt on or before the due date and time indicated. If a qualification submittal is sent by U.S. Mail, the proposer shall be responsible for its timely delivery to the Ozarks Transportation Organization. Qualification submittals delayed by mail shall not be considered, shall not be opened, and shall be rejected. Arrangements may be made for their return at the proposer's request and expense. Qualification submittals may be emailed and accepted if the signed qualification cover form and required information is received prior to the due date and time.

SUBMISSIONS SEALED AND MARKED. Qualification submittals may be submitted by hand delivery, mail, or by e-mail. Submissions should be received by OTO no later than the delivery deadline. Submissions shall be addressed as follows:

By Mail/Hand delivery:

Ozarks Transportation Organization (OTO)
2208 W. Chesterfield Blvd., Suite 101
Springfield, MO 65807

By E-Mail:

dparks@ozarkstransportation.org

Submissions should be marked in the subject line or on the envelope:

“REQUEST FOR QUALIFICATIONS: #001-2021”

Proposals submitted by e-mail are not to be considered received until a confirmation has been sent by the purchasing agent, Debbie Parks. The confirmation subject line will read, “Confirmation Receipt – OTO RFQ 001-2021.” It is the responsibility of all proposers to verify receipt of submittals. All submittals must be valid for a minimum period of ninety (90) days from the close of this RFQ.

AMENDMENTS. If it becomes necessary to revise or amend any part of this Request for Qualifications, OTO will furnish the revision by notice on the OTO website at <https://www.ozarkstransportation.org/what-we-do/requests-for-proposal/north-highway-13-corridor-study>, not later than August 5.

III. PROJECT SCOPE

See Exhibit I for the proposed scope of services.

IV. ADDITIONAL INFORMATION

PROJECT CONTACT. During the project, the main OTO contacts will be:

Andy Thomason, Senior Planner
Sara Fields, Executive Director

OTO reserves the right to conduct pre-award discussions with any or all responsive and responsible proposers who submit submissions determined to be reasonably acceptable of being selected for award. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of submissions; and such revisions may be permitted after submission of qualifications and prior to award.

SUBMISSIONS EVALUATION PROCESS. OTO will evaluate submissions. Each submittal will be evaluated for full compliance with the RFQ instructions to the proposer. The objective of the evaluation will be to recommend the most qualified firm/consultant who is most responsive to the herein described needs of OTO. Submissions which are responsive to this Request for Qualifications will be evaluated based on, but not limited to the following criteria:

- A. Level of project understanding demonstrated by Consultant (0-30 points)
- B. History of performance on projects similar to that under consideration (0-30 points)
- C. Relevant experience of the key individuals assigned to this project (0-20 points)
- D. Firm's General experience with transportation engineering projects (0-10 points)
- E. Accessibility of staff to project sponsors (0-10 points)

PUBLIC RECORDS. All proposals submitted in response to this RFQ become the property of OTO and public records and, as such, may be subject to public review after the final firm/consultant is selected.

DEB GOAL. This project will be subject to a DBE goal. We encourage DBE firms to respond to this RFQ as prime contractors if they feel their firm can manage this project, as described in the attached RFQ. The exact DBE goal will be posted to <https://www.ozarkstransportation.org/what-we-do/requests-for-proposal/north-highway-13-corridor-study> when it is established.

FEDERAL CONTRACT CLAUSES. Any contracts resulting from this RFQ will be subject to standard federal contract clauses, including, but not limited to, those found at <https://www.ozarkstransportation.org/what-we-do/requests-for-proposal/>.

QUESTIONS REGARDING SPECIFICATIONS OR SUBMISSIONS PROCESS. To ensure fair consideration for all proposers, OTO prohibits communication to or with any board or employee during the submission process, except as provided below. Additionally, OTO prohibits communications initiated by a proposer to OTO official(s) or employee(s) evaluating or considering the submissions prior to the time an award decision is made. Any communication between proposer(s) and OTO will be initiated by the appropriate OTO Official(s) or employee(s) in order to obtain information or clarification needed to develop a proper, accurate evaluation of the submissions. Such communications initiated by a proposer may be grounds for disqualifying the offending proposer from consideration for award of the submissions and/or any future submissions(s).

- A. Any questions relative to interpretation of specifications or the submissions process shall be addressed to Debbie Parks in writing via email (dparks@ozarkstransportation.org), in ample time before the period set for the receipt and opening of submissions. All OTO responses to submitted questions will be posted to <https://www.ozarkstransportation.org/what-we-do/requests-for-proposal/north-highway-13-corridor-study> by Thursday, August 5.

- B. It will be the responsibility of the proposer to contact OTO prior to submitting a proposal to ascertain if any questions have been answered, if any amendments have been issued, to obtain all such amendments, and to acknowledge amendment with the submissions.



For persons with disabilities needing reasonable accommodations please contact OTO at 417-865-3042 at least 48 hours in advance of the question deadline. If you need relay services please call the following numbers: 711 - Nationwide relay service; 1-800-735-2966 - Missouri TTY service; 1-800-735-0135 - Missouri voice carry-over service.

Exhibit I

Scope of Services

The CONSULTANT shall provide the professional, technical, and other personnel resources, equipment, materials and all other things necessary to complete this contract, which includes evaluation, scoping and preparation of the Conceptual Report for the I-44/MO 13 Interchange, including MO 13 from Farm Road 94 to MO 744, in Springfield, MO.

The CONSULTANT shall perform the following services, all in accordance with the standard practice of the Missouri Department of Transportation as outlined in the MoDOT Engineering Policy Guide and using AASHTO Green Book and other resources as listed in MoDOT's Engineering Policy Guide.

A more detailed description of the process and requirements used by MoDOT for completion of the design may be found in the MoDOT Engineering Policy Guide (EPG). The consultant is encouraged to review the appropriate sections of the manual as a means to supplement the information contained in the scope of services and provide additional guidance in the requirements and expectations of MoDOT for completion of the design services.

Services rendered by the CONSULTANT, which are considered as additional services, will be addressed per paragraph (3), Additional Services of the Project Design Consultant Agreement. The provisions of the Design Consultant Agreement outlining the responsibilities of the CONSULTANT regarding the quality and accuracy of the deliverables and products shall apply to any decisions regarding determinations of additional services.

Preparation of a supplemental agreement is necessary prior to performance of any work, which is considered as additional services, not included in the original scope of services. The consultant will not be compensated for additional services performed prior to execution of a supplemental agreement. Only additional services, which are required due to changed or unforeseen conditions or are due to a change in the specified end product, will be considered for inclusion in a supplemental agreement.

The CONSULTANT shall prepare all plans through use of a Computer Aided Drafting (CAD) program. The CONSULTANT shall conform to the Missouri Department of Transportation Specifications for Computer Deliverable Contract Plans as referenced in the MoDOT EPG. The CONSULTANT shall use Microstation and Geopak SS4. The CONSULTANT shall provide a 3D model of the project exported from Geopak software for the OZARKS TRANSPORTATION ORGANIZATION's use.

The CONSULTANT will be required to produce and update the construction cost estimate for this project at the completion of each major milestone or at a minimum of every six months. The major milestones for this project are defined as the conceptual report.

The CONSULTANT shall review "as built" plans, aerial photographs, manuscripts, etc. and other information to be provided by the OTO and make the necessary field investigations to assure that there have been no significant changes since the information was recorded or obtained.

The CONSULTANT shall prepare a comprehensive design criteria memorandum for this entire project, and submit it to the OZARKS TRANSPORTATION ORGANIZATIONS for review and approval prior to starting the preliminary design phase. Any deviations from MoDOT established procedures for design,

construction or materials shall be approved through the OZARKS TRANSPORTATION ORGANIZATIONS project manager and documented by the CONSULTANT. This documentation shall include a brief justification for the deviation and the signature of the CONSULTANT project manager.

This scope of services is intended to be an accurate description of the items and tasks required for completion of the design of this project. However, each project is unique and may require more or less effort in an individual task to complete the design. The following information will explain and define in general terms the major design items of importance relating to this project. All the elements of work that are necessary to satisfactorily complete the design of this project will be listed.

1. Project Management and Coordination Tasks

The CONSULTANT shall perform the following Administration/Project Management and Coordination tasks:

- (1) Set up the project kick-off meeting. The OZARKS TRANSPORTATION ORGANIZATION provide the members representing the OTO, MoDOT, City of Springfield, and Greene County core team.
- (2) Utilize SharePoint to share documents.
- (3) Personnel planning, project scheduling and budget control.
- (4) Plan and hold internal project meetings.
- (5) Develop and implement a project quality assurance plan.
- (6) Attend and prepare meeting minutes for monthly progress meetings, and submit monthly progress report documents, along with the monthly invoices. The Monthly Progress Report shall document the following:
 - a. Past Month's Activities/Accomplishments
 - b. Pending Issues and Decisions
 - c. Problem Areas and Recommended Corrective Actions
 - d. Budget Summary Status
 - e. Schedule Summary Status {chart showing baseline schedule vs. actual schedule}
 - f. Next month's Planned Activities/Goals
 - g. Summary of Coordination Efforts {including correspondence summaries}
- (7) All of the above items shall include/address sub-consultant tasks.

2. Public Involvement

The OZARKS TRANSPORTATION ORGANIZATION will be the main point of contact for receiving calls from the public. The CONSULTANT will interact with external agencies and the public as required to accomplish the scope of services of this contract.

- (1) The CONSULTANT shall be required to attend meetings with regulatory agencies, organizations, county officials, local municipalities, property owners and other entities as required.

- (2) The CONSULTANT shall be required to attend public meetings. It is anticipated that there will be at least two public meeting.
- (3) The first public meeting is expected to occur prior to the development of any proposed alternatives. This meeting is intended to gauge the public's perception of issues in the proposed study area.
- (4) The second meeting is expected to occur prior to the selection of a preferred alternative. This meeting is intended to provide the public with an opportunity to comment on the concepts developed by the Consultant.
- (5) The CONSULTANT shall participate in a planning meeting with the OTO to prepare for each expected public meeting.
- (6) The OZARKS TRANSPORTATION ORGANIZATION shall provide the CONSULTANT a database containing all property owners contiguous to the project, or within a reasonable distance of the project. The CONSULTANT shall designate whether the individuals listed in the data are someone from whom MoDOT will need to obtain right of way and/or easements.
- (7) The OZARKS TRANSPORTATION ORGANIZATION shall advertise for meetings, obtain the meeting location and room, produce copies of handouts and perform mass mailings of notices of meetings or hearings, and newsletters.
- (8) The CONSULTANT shall prepare the exhibits as requested by OZARKS TRANSPORTATION ORGANIZATION for the public meeting or hearing.
- (9) The OZARKS TRANSPORTATION ORGANIZATION shall record and prepare the meeting minutes of the public meeting and shall prepare the transcript, if applicable.

3. Origin/Destination Analysis

An Origin/Destination Analysis shall be completed to better understand how traffic passing through the study area is moving within the City of Springfield and is traversing the region in route to external destinations.

- (10)The CONSULTANT shall obtain the data necessary to conduct an origin/destination analysis on traffic passing through the study area. Possible data sources include the physical observation, City of Springfield/MoDOT's Acyclica system, or third-party vendors, such as Streetlight or Wejo.
- (11)The CONSULTANT shall provide a high-level breakdown of origins and destinations for inter-regional trips passing through the study area, such as West-Central Missouri (*KCMO*), Central Missouri (*COMO, Jeff City*), Northeast Oklahoma (*Tulsa*), Southern Ozarks (*Table Rock/Branson*), Northwest Arkansas, or East-Central Missouri (*STL*).
- (12)The CONSULTANT shall provide a breakdown of intra-regional travel patterns for trips passing through the study area. This breakdown should include destinations and roads traveled.
- (13)The CONSULTANT shall provide the OTO with copies of all data obtained for this Origin/Destination Analysis

4. Updating OTO Travel Demand Model

The OTO's existing Travel Demand Model shall be updated to specifically include current and expected residential and commercial developments along and north of I-44 and traffic growth entering the region from Polk County, including Bolivar. The OTO's travel demand model has been recently updated to include growth occurring along the Rt. MM and US 60 corridor in Republic.

- (14)The OZARKS TRANSPORTATION ORGANIZATION shall obtain data on recent and expected residential and commercial growth from the City of Republic, City of Springfield, City of Willard, and Greene County.
- (15)The OZARKS TRANSPORTATION ORGANIZATION shall outreach to the Marion C. Early R-V, Pleasant Hope R-VI, Republic R-III, Springfield R-XII, and Willard R-II to access the feasibility of obtaining any demographic projections development by the districts.
- (16)The CONSULTANT will ensure model projections reflect the growth data gathered during this task.
- (17)The CONSULTANT shall provide the OZARKS TRANSPORTATION ORGANIZATION copies of all updated model files.

5. Conceptual Report-Norton Rd - *Early Deliverable*

The CONSULTANT shall evaluate the need to realign and relocate the intersection of Norton Rd and MO 13 in time for possible project inclusion in the FY 2023-2027 STIP in early 2022.

- (1) The CONSULTANT shall evaluate the current function of the Norton Rd/MO 13 intersection and its impact on the operation of the I-44/MO 13 interchange.
- (2) The CONSULTANT shall make a recommendation on the benefit and/or need to realign and relocate the intersection of Norton Rd and MO 13 prior to the identification and implementation of a preferred alternative of the I-44/MO13 interchange.
- (3) The CONSULTANT shall develop any conceptual plans and cost estimates necessary for STIP programing should realignment and relocation be recommended.
- (4) The CONSULTANT shall provide a draft Conceptual Report for Norton Rd, should one be warranted to the OZARKS TRANSPORTATION ORGANIZATION by December 13, 2021 and shall provide the final report by January 7, 2022.

6. Conceptual Report- I-44/MO 13 Interchange

The CONSULTANT's attention is directed to Section 128 of MoDOT's Engineering Policy Guide (EPG) for general guidelines and requirements for the conceptual study.

- (1) The CONSULTANT shall obtain and review all existing traffic counts, crash data, utility, drainage, right-of-way, and pertinent planning information. In coordination with MoDOT, the CONSULTANT shall be granted access to the TMS system to download crash statistics maps and reports.
- (2) The CONSULTANT shall complete an existing safety evaluation including intersection crash rates, severity, and possible contributing factors such as time of day.

- (3) The OZARKS TRANSPORTATION ORGANIZATION shall provide a VISSIM model for the existing intersections using the existing AM and PM traffic counts.
- (4) The CONSULTANT shall project future build year (2030) traffic and develop VISSIM model.
- (5) The CONSULTANT shall project future design year (2050) traffic volumes to evaluate the alternatives. The future volumes will be based on annual growth factors provided by the OZARKS TRANSPORTATION ORGANIZATION and/or the revised projections from the updated OTO travel demand model.
- (6) The CONSULTANT shall include a predictive safety evaluation following Highway Safety Manual (HSM) methodologies. This will be included where Crash Modification Factors (CMF's) are available.
- (7) The CONSULTANT shall prepare and submit the Design Criteria Memorandum.
- (8) Multiple intersection improvement concepts have been discussed and modeled for this project prior to the commencement of this study. The OZARKS TRANSPORTATION ORGANIZATION shall provide VISSIM models for any previously analyzed intersection improvement concepts. The CONSULTANT shall prepare the conceptual drawings/layouts, construction cost estimates for these concepts.
 - a. The traffic flow simulation shall provide sufficient information/detail of the concept to be used during public meetings.
 - b. The developed interchange concept must be modified to address any findings of the origin/destination study.
 - c. The conceptual drawings/layouts shall include basic geometric elements to be used to discuss the improvements and limits of construction before proceeding to the preliminary plans.
- (9) The CONSULTANT shall develop at least two additional conceptual ideas for the interchange improvement, and shall provide a conceptual drawing/layout, traffic flow simulation and construction cost estimate for each concept.
 - a. The traffic flow simulation shall provide sufficient information/detail of the concept to be used during public meetings.
 - b. Conceptual ideas must account for any findings of the origin/destination study.
 - c. The conceptual drawings/layouts shall include basic geometric elements to be used to discuss the improvements and limits of construction before proceeding to the preliminary plans.
- (10) The CONSULTANT shall consider (1) the findings of the Conceptual Report for the intersection Norton Rd/MO 13 and (2) any impacts of the signalized at Golden Plaza/MO 13 on the future operation of the I-44/MO 13 interchange. Any preferred changes to these signalized intersections should be included in the three alternatives evaluated in this report.
- (11) The CONSULTANT shall consider the impact of a potential six-laning and addition of auxiliary lanes along I-44 on the overall functionality of each conceptual design.
- (12) The CONSULTANT shall develop and or refine VISSIM models of the NO-BUILD and each of the three (3) scenarios above using the build year (2030) and design year (2050) peak hour volumes.

(13)The CONSULTANT shall evaluate each conceptual idea using the Highway Safety Manual to identify safety or operational issues, providing actual and expected crash information.

(14)The CONSULTANT shall prepare the conceptual report that includes plans, estimate, and summary of safety and operational analysis of each conceptual idea in accordance to the MoDOT EPG.

7. ENVIRONMENTAL

The CONSULTANT shall conduct environmental reviews and coordinate with agencies early in the process to determine if there are constraints on design from impacts to resources such as historic sites, endangered species, and sensitive areas.

- (1) The CONSULTANT shall submit a Request for Environmental Services (RES) to MoDOT for each conceptual idea evaluated during the development of this conceptual report.
- (2) The CONSULTANT shall assist in the development of correspondence addressed to state and federal cultural and environmental agencies.
- (3) The CONSULTANT shall evaluate each conceptual idea to determine if the improvement creates a Type I Project requiring a noise study. The consultant shall contact MoDOT Senior Environmental Specialist, Matt Burcham, with any questions.

8. SURVEYING

The OZARKS TRANSPORTATION ORGANIZATION shall provide to the Consultant the LiDAR and other available surveying data. Any additional survey needed shall be obtained by the CONSULTANT.

- (1) The CONSULTANT shall follow MoDOT's Surveying Policies and Guidelines as stated in the Engineering Policy Guide (EPG).
- (2) The survey data shall be based on the Missouri State plane coordinate system, and modified by a factor provided by the OZARKS TRANSPORTATION ORGANIZATION. All elevations and vertical control shall be based on **NAVD88**.
- (3) The CONSULTANT shall provide all computer data in GeoPak SS4.
- (4) The OZARKS TRANSPORTATION ORGANIZATION shall provide the LiDAR photogrammetry, and any other available survey data.

9. DRAWINGS AND DOCUMENTS

The CONSULTANT shall furnish the OZARKS TRANSPORTATION ORGANIZATION with the following completed sheets and documents, as applicable, for the construction project included in this contract, as follows:

- (1) One (1) electronic copy of a memorandum outlining the findings of the Origin/Destination Analysis
- (2) One (1) electronic copy of the I-44/MO 13 Interchange Conceptual Report with design alternatives evaluation.

- (3) One (1) electronic copy of the Norton Rd Conceptual Report with design alternatives evaluation.

10. STANDARDS

- (1) The CONSULTANT shall use the latest version of the following publications to determine the design criteria and procedures which will be followed for development of the project.
- a. Federal Emergency Management Administration Flood Insurance Guidelines and Specifications.
 - b. MoDOT Engineering Policy Guide {EPG}
 - c. Manual on Uniform Traffic Control Devices {MUTCD}
 - d. A Policy on Geometric Design of Highways and Streets
 - e. AASHTO LRFD Bridge Design Specifications
 - f. Missouri Standard Specifications for Highway Construction
 - g. Missouri Standard Plans
 - h. MoDOT Bridge Manual
 - i. Missouri Department of Transportation for Computer Deliverable Contract Plans
 - j. Any other publications which the OZARKS TRANSPORTATION ORGANIZATION directs the CONSULTANT to use.
- (2) The CONSULTANT may propose the use of standards accepted in other US states and/or international engineering and design organizations.
- a. The CONSULTANT must justify the use of any standard not listed in section 9(1) in the Design Criteria Memorandum described in section 6(10), and the OZARKS TRANSPORTATION ORGANIZATION must approve any such justifications.