



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

Missouri Department of Transportation
Patrick K. McKenna, Director

1.888.ASK MODOT (275.6636)

April 12, 2023

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 additional 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: Project Understanding & Innovation, Past Performance, Qualifications of Personnel Assigned, General Experience of Firm, Familiarity/Capability, Accessibility of Firm & 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, April 28, 2023 at the appropriate office.

Sincerely,

DocuSigned by:

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Travis Koestner, P.E.
State Design Engineer

Attachment

Our mission is to provide a world-class transportation system that is safe, innovative, reliable and dedicated to a prosperous Missouri.

www.modot.org

DISTRICT OFFICES

Southwest District
Stacy Reese – District Engineer
Missouri Department of Transportation
3025 East Kearney Street
Springfield, MO 65803

Contact
Andrew Bowman
417-292-1742
Andrew.Bowman@modot.mo.gov
Email responses are encouraged

District: Southwest

Cedar County County, MO 32 and MO 39	
Job No:	J7P3397
Location:	J7P3397 – State Routes 32, and 39 in Stockton
Proposed Improvement:	Upgrade pedestrian facilities to include but not limited to sidewalks, curb ramps, signing, pavement markings, and street crossings improvements to comply with ADA Transition Plan.
Length:	1.379 miles
Approximate Construction Cost:	\$276,000.00
DBE Goal (if applicable)	4%
Consultant Services Required:	The Consultant will conduct necessary field investigations and office reviews to prepare the conceptual report and the preliminary plans. A supplemental agreement will be negotiated for additional consultant services as necessary for preparation of right-of-way plans, and PS&E plans/documents.
Other Comments:	<p>Interviews or presentation will not be required for the consultant selection.</p> <p>Tentative Date of Consultant Selection – June 9, 2023.</p> <p>The Consultant will have two weeks from receipt of the Scope of Services to provide estimated fees and hours for the contract.</p> <p>Proposed Project Schedule:</p> <ul style="list-style-type: none"> • Conceptual Report – July 7, 2023 • Preliminary Plans – October 2, 2023 • Right of Way Plans – Dec 1, 2023 • PS&E Plans/Documents – Dec 1, 2024 • Letting – March 2025 <p>Public Involvement, Right of Way Plans, PS&E Plans/Documents, and Utility Coordination will be done through a supplemental agreement after</p>

	<p>approval of the conceptual report and preliminary plans.</p> <p><u>Additional Information:</u></p> <p>The Consultant will provide site-specific project surveying. Existing survey data as available will be provided by MoDOT.</p> <p>Right of Way Acquisition will be provided by MoDOT.</p> <p>Environmental Services will be provided by MoDOT. The Consultant will be responsible for submitting the Request for Environmental Services and will be available to provide project specific information as requested.</p> <p>The Consultant will provide utility coordination.</p> <p>The Consultant will provide annual STIP Estimate Update documentation.</p> <p>Public meetings may be required due to the number of parcels affected. The Consultant will prepare exhibits and participate in the public meetings.</p> <p>Construction inspection services will be provided by the Consultant through a supplemental agreement at the time of construction.</p>
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Rating Criteria w/Weighted Values

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