



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 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:  
  
7235401073964B4...  
Travis Koestner, P.E.  
State Design Engineer

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

***[www.modot.org](http://www.modot.org)***

Attachment

**DISTRICT OFFICES**

Southwest District – Clinton Project Office  
Stacy Reese – District Engineer  
Missouri Department of Transportation  
1057 East Gaines Drive  
Clinton, MO 64735

Contact

Shannon Kellner – Transportation Project Manager  
(417) 880-8046  
[shannon.kellner@modot.mo.gov](mailto:shannon.kellner@modot.mo.gov)

Email responses are encouraged  
(receipt will be acknowledged)

## Southwest District

<b>Bates/Benton/Henry Counties, Various Routes</b>	
<b>Job No:</b>	J7P3511, J7S3398
<b>Location:</b>	<p>J7P3511: Rte. 18 and Old Rte. 71 in Adrian, Rte. Y in Merwin, Loop 49, Rte. 52, and Rte. H in Butler.</p> <p>J7S3398: Rte. 52, Rte. F, and Rte. U in Cole Camp, Rte. C in Lincoln, Rte. J and Rte. V in Calhoun, Rte. N in Blirstown.</p>
<b>Proposed Improvement:</b>	Upgrade pedestrian facilities to comply with the ADA Transition Plan. Work will include but not be limited to sidewalks, curb ramps, signing, striping, pedestrian signals and crosswalks.
<b>Length:</b>	Varies by location
<b>Approximate Construction Cost:</b>	\$813,000
<b>DBE Goal (if applicable)</b>	5%
<b>Consultant Services Required:</b>	<p>The consultant will conduct all necessary site-specific topographic surveying.</p> <p>The consultant will conduct all necessary utilities coordination.</p> <p>The consultant will conduct necessary Section 106 (historic preservation) investigations and clearances. Remaining 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 for environmental clearances as requested.</p> <p>Public meetings and/or hearings may be required due to the number of parcels affected. The consultant will prepare exhibits and participate in the public meetings and/or hearings as required.</p> <p>The consultant will utilize the MoDOT Southwest District streamlining typical sections, ADA quantities sheets, and traffic control plans.</p> <p>The consultant will prepare the necessary preliminary and right of way plans (combined</p>

	<p>submittal), construction cost estimate, and other required supporting documents.</p> <p>MoDOT will provide the necessary right of way estimates (by parcel), appraisals, negotiations, and acquisitions. The consultant will provide the land survey, property exhibits (tract maps), legal descriptions, and monumentation as required.</p> <p>The consultant will prepare the necessary final design plans, JSPs, construction cost estimate, working day study, and other required supporting documents.</p> <p>The consultant will provide construction inspection services (if needed) by supplemental agreement.</p>
<p><b>Other Comments:</b></p>	<p>Interviews or presentations will not be required for the consultant selection.</p> <p>Tentative Date of Consultant Selection: May 12, 2023</p> <p>The consultant will have <b>two weeks</b> from receipt of the Scope of Services to provide estimated hours and fees (Exhibit III) for the contract.</p> <p>Tentative Project Schedule J7P3511 and J7S3398: Preliminary/Right of Way Plans: October 6, 2023 PS&amp;E: February 2, 2024 Letting: April 19, 2024</p>

**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