**MoDOT**

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)

March 13, 2024

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 5th, 2024 by email.

Sincerely,

Kenny Voss, P.E.
State Design Engineer

Attachment

# DISTRICT OFFICES

Southeast District
Mark Croarkin– District Engineer
Missouri Department of Transportation
2675 N. Main
Sikeston, MO 63801

Contact
Donna Philpot
573-472-5347
donna.philpot@modot.mo.gov
Email responses are encouraged

Stacy McMillan – Bridge
Stacy.mcmillan@modot.mo.gov
Email responses are encouraged

**District Southeast**

| Stoddard County, Route MO 114 | |
|---|---|
| **Job No:** | J9S3725 |
| **Location:** | MO 114 in Stoddard County |
| **Proposed Improvement:** | Bridge Replacement over Drainage Ditch 5 and a Bridge Rehabilitation over Little River Drainage Ditch 1 |
| **Length:** | 0.457 Miles |
| **Approximate Construction Cost:** | $2,684,000 |
| **DBE Goal (if applicable)** | 10% |
| **Consultant Services Required:** | Surveying, Roadway Design, Bridge Design |
| **Other Comments:** | Interviews or presentation will not be required for the consultant selection.<br><br>Tentative Date of Consultant Selection-April 17, 2024<br><br>Please see provided information for Draft Scope, Draft Schedule, and Bridge Information |

## 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 | 10 Points Max |
| | 100 Points Max Total |