



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)

November 27, 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, December 30, 2024 at the appropriate office.

Sincerely,

Signed by:  
  
D6B5C4961F0D41E...  
Kenny Voss, 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](http://www.modot.org)

## **DISTRICT OFFICES**

**St. Louis District  
Tom Blair – District Engineer  
Missouri Department of Transportation  
1590 Woodlake Drive  
Chesterfield, MO 63017**

**Contact  
Mike Castro  
314-453-1850  
Michael.Castro@modot.mo.gov  
Email responses are encouraged**

**Pre-Solicitation meeting will be held Tuesday December 10, 2024 at the St. Louis District Office (1590 Woodlake Drive, Chesterfield, MO 63017) from 12:30 to 1:30 in Conf. Rm 325 to answer questions regarding this pilot method. A virtual option is offered via,**

**Microsoft Teams [Need help?](#)**

**[Join the meeting now](#)**

**Meeting ID: 265 811 754 320**

**Passcode: 9cLVBG**

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**Dial in by phone**

**[+1 773-917-7763,,415732799#](#) United States, Chicago**

**[Find a local number](#)**

**Phone conference ID: 415 732 799#**

## EXHIBIT A

### District – St. Louis

<b>St. Louis County, Route Various</b>	
<b>Job No:</b>	Various
<b>Location:</b>	Various
<b>Proposed Improvement:</b>	See Exhibit C Potential Projects
<b>Length:</b>	Various
<b>Approximate Construction Cost:</b>	Various
<b>DBE Goal (if applicable)</b>	0%
<b>Consultant Services Required:</b>	Construction and Materials testing and inspection
<b>Other Comments:</b>	<p>The consultant will provide up to three qualified inspectors to assist the Chesterfield Project Office on various projects during the 2025-2026 construction seasons. Projects will be assigned as inspection needs are identified. Potential projects are identified in Exhibit C.</p> <p>Consultant agreement will be based on 9000 hours per selected consultant and a maximum contract value established.</p> <p>Interviews or presentation will not be required for the consultant selection.</p> <p>Tentative Date of Consultant Selection- January 20, 2025.</p>

### **Rating Criteria w/Weighted Values**

Project Understanding & Innovation	10 Points Max
Past Performance	20 Points Max
Qualifications of Personnel Assigned	35 Points Max
General Experience of Firm	5 Points Max
Familiarity/Capability	15 Points Max
Accessibility of Firm & Staff	15 <u>Points Max</u>
	100 Points Max Total

## EXHIBIT B

### Scope of Services

The scope of professional services for this agreement is for the Consultant to provide construction and material inspection services in accordance with the Missouri Department of Transportation's guidelines. Further details and assumptions of the scope of services are described as follows:

- 1) The consultant's representative shall supervise all the activities of all personnel furnished by the consultant. The consultant's representative will report and be responsible to the Engineer.
- 2) The consultant shall provide, up to three (3) MoDOT qualified inspectors to inspect and report on both roadway and bridge inspection for projects assigned to the Chesterfield Project Office during the 2025 and 2026 construction seasons. The consultant inspectors shall be required to report to the MoDOT Resident Engineer Office.
- 3) At a minimum, the consultant inspector shall be certified by MoDOT's technician certification program in the following categories: Concrete strength, and Concrete field. Soils certification and radiation safety training is preferred but not required. These certifications shall be up to date and current while providing inspection services.
- 4) Consultant staff shall perform on site Quality Assurance material testing according to MoDOT's Inspection & Test Plan (ITP) QA testing frequency.
- 5) Consultant inspection staff shall be Advanced Work Zone and OSHA 10 Certified and demonstrate good knowledge of proper traffic control implementation and flagger operations. They are expected to also drive the work zones and report any discrepancies to contractor MoDOT staff immediately.
- 6) Consultant inspectors shall be available primarily for daytime and nighttime operations, weekday and weekends, and holidays not recognized by the contractor. An inspector shall be present on site whenever work is being performed by the contractor, except during periods of extended delay or stoppage unless otherwise directed by the Engineer. The consultant shall endeavor to maintain continuity of personnel on the inspection staff to minimize disruption of the consultant services. The consultant shall provide inspectors that are qualified to perform the services and provide complete documentation of the time spent by each inspector performing the services.
- 7) Consultant inspectors shall perform their duties in a manner to comply with the Missouri Standard Specifications for Highway Construction, MoDOT Standard Plans for Highway Construction, the Manual of Uniform Traffic Control Devices, the Engineering Policy Guide, contract specific requirements and other related material. Access to required documents will

be made available. During performance of these services the consultant inspector shall comply with applicable federal, state and local laws, rules, regulations and ordinances of the U.S. Environmental Protection Agency (EPA), the Occupational Safety and Health Administration (OSHA), the Missouri Department of Natural Resources (MDNR) , and other regulatory authorities with jurisdiction over the project.

- 8) The consultant inspectors shall supply for strictly their own use all necessary concrete testing equipment and supplies, measuring devices, cameras, vehicles with MoDOT approved warning lights, cell phone with data capabilities, laptop computer capable of accessing a wireless network, wireless connection capability, industry approved steel toe boots, hi-vis hard hat, eye protection, hearing protection and both day and nighttime reflective clothing meeting the requirements of Class 3. The consultant inspectors will abide by all MoDOT policies while performing services under this contract, including but not limited to: seatbelt use, zero cell phone use while operating a vehicle, and compliance with all MoDOT safety policies relative to the use of personal protective equipment (PPE).
- 9) Any inspection of the work conducted by the consultant, whether notice of the results is provided to anyone or not provided to anyone, shall neither establish any duty on their part nor create any expectation of duty to anyone, including but not limited to third parties, regarding workplace safety. The consultant shall not be responsible for the contractor's means, methods, techniques, sequences or procedures of construction and testing, or the safety precautions and programs incident thereto, and the consultant will not be responsible for the contractor's performance of work.
- 10) Consultant inspection staff shall attend Preconstruction meetings and various contractor and MoDOT internal meetings throughout the course of the construction work.
- 11) Consultant inspectors should conduct wage rate interviews, Commercially Useful Function reviews, bulletin board inspections, traffic control inspections, assist with final plans and paperwork as required by the project and directed by the Engineer.
- 12) Consultant staff will ensure contractors notify the St. Louis Traffic Management Center (TMC) when lane closures are in place and removed from the roadway.
- 13) The consultant inspector will assist with coordination with Workzone law enforcement activities on the project including daily/weekly scheduling and cancellation with officers.
- 14) Consultant inspectors may perform survey activities as needed, including Class C and Class 3 in rock calculations.
- 15) Consultant inspectors shall assist in the preparing of pay estimates, and change orders including field measuring quantities. Consultant staff will assist the Engineer with material reporting and ensure all materials incorporated into the project have the proper inspection and reporting.
- 16) If applicable, consultant staff will be required to attend MoDOT's Storm Water Training (Virtual) and perform weekly and post rain event erosion control inspections according to MoDOT's SWPPP. Consultants will enter reports into MoDOT's database and ensure contractors adhere to the requirements.
- 17) Manage construction records using AASHTOWare Projects.

- 18) MoDOT will provide guidance and mentoring relative to daily expectations in the completion of inspection duties. Failure to comply with directives will be addressed through actions outlined in paragraph #21.
- 19) The consultant inspector shall report to the designated MoDOT representative any failing tests or inspection results and any action taken by the producer or the consultant inspector as soon as possible. Any necessary pictures to portray deficiencies should also be provided. It is expected the consultant inspector will actively participate in "Quality Control" of the materials and not just be a tester and observer. This will require active and dynamic communication.
- 20) Consultant staff shall enforce contract requirements and specifications with the contractors to ensure quality workmanship and timely completion of the work. When consultant inspectors determine the contractor's work is deviating from the contract requirements, the consultant shall direct the contractor to take corrective action. If differences in the interpretation of the contract requirements or specifications arise with the contractor, the consultant shall refer the matter to the Engineer immediately.
- 21) Failure to comply with expectations outlined in this document is grounds for invalidating the contract. Efforts will first be made to correct non-compliant performance. Verbal and written communication will document these efforts and the timeline to contract termination.

## EXHIBIT C

### Potential Projects

Project Number	County	Route	Description	Letting Date	Completion Date
6S3633	STL	AB	Pavement resurfacing and ADA upgrades from west of Route 141 to east of I-270.	August 2024	November 1, 2025
JSL0077/JSL0080	STL	109 & BA	Resurfacing Route 109 from Route CC to Route 100. Resurfacing Route BA from Route 109S to Route 109N.	October 2024	October 31, 2025
J6S3283	STL	21	Pavement resurfacing, ADA and bridge rehabilitation from Route 30 to the Meramec River.	November 2024	November 15, 2026
JSL0076	STL	340	Pavement resurfacing and ADA from Dielman Industrial to I-270.	November 2024	October 15, 2025
JSL0078/JSL0121	STL	141	Pavement resurfacing from I-64 to north of St. Lukes.  Interchange upgrades at I-64.	January 2025	1.5 years
J6S3632	STL	231	Pavement from Franru to Meramec River.	March 2025	2 years
JSL0206	STL	Various	Fixed Price, variable Scope Hot Polymer Patching	April 2025	October 2025
J6P3274 & B	STL	100	Paving, ADA, and Bridge rehabilitations from Route 141 to I-270.	April 2025	2 years
J6S3631	STL	231	Pavement and ADA from City Limits to Franru.	June 2025	2 years