

## **TR202606 - Creation of a Strategic Research and Process Improvement Plan for MoDOT - Questions and Answers**

Q1: Do you require that the Contract lead be a Transportation Planner or Engineer for this project?

A1: No.

Q2: What is the composition of the client team that will oversee this project?

A2: *A Senior Research Analyst will be the project manager. The Technical Advisory Committee will be comprised of the Research Director and other MoDOT division staff involved with research.*

Q3: What, if any, are other requirements you have for the format and distribution of the deliverable beyond the MoDOT research report?

A3: *The final report, research summary, and presentation must be Section 508 compliant. Refer to the report and summary templates and publication guidelines at <https://www.modot.org/information-researchers>*

Q4: What style guides should be referenced for potential visualizations created?

A4: *Visualizations must be Section 508 compliant. It does not have to follow a particular style guide as long as it is consistent.*

Q5: How do you expect preliminary findings and draft content to be shared and presented to the Client team during in-progress milestones (e.g., powerpoint, shared live word doc, etc.)?

A5: *MoDOT uses Microsoft and Adobe products. Meetings and presentations can be given over Teams. MoDOT requests a copy of the presentation for the project folder.*