

Missouri Department of Transportation
Ed Hassinger, P.E., Director

1.888.ASK MODOT (275.6636)

November 7, 2025

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. Firms not providing a response on approach to workforce diversity will be considered non-responsive to this solicitation. Firms 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 **4:00 pm, December 2nd, 2025**, at the appropriate office.

Sincerely,

Sarah Kleinschmit, P.E.
State Design Engineer



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

DISTRICT OFFICES

Central Office
Sarah Kleinschmit, P.E.
Missouri Department of Transportation
105 West Capitol
Jefferson City, MO 65101

Contact
Melissa Scheperle
573-526-6684
Melissa.scheperle@modot.mo.gov
Email responses are encouraged

Central Office

Environmental and Historic Preservation Services	
2 Regions Statewide	Region 1- Northwest District, Kansas City District, Southwest District; Region 2 - Northeast District, St. Louis District, Central District, Southeast District
Services:	Scope of Work for Oversight of Local Public Agency (LPA) NEPA, Environmental Resource and Section 106 Compliance as well as STIP work for selected resources Environmental Assistance and Oversight: Activities discussed in this Scope shall be carried out by or under the direction supervision of a person or persons with qualifications that enable the person(s) to make professional decisions related to National Environmental Policy Act (NEPA) laws and regulations, and Federal Highway Administration (FHWA) NEPA requirements. 1. Within the LPA's Request for Environmental Review (RER) submittal, review all resource sections for compliance and associated laws and regulations, including but not limited to farmland, floodplain/floodway, land disturbance/stormwater, FEMA/SEMA, socioeconomic, hazardous waste, wetlands/streams, threatened and endangered species, migratory birds, noise, cultural resources (See Historic Preservation scope), public lands, public involvement requirements, and NEPA classification using MoDOT's Programmatic Categorical Exclusion (PCE) agreement with the FHWA with oversight from MoDOT's Environmental Compliance Manager. EPG 136.6 outlines what the LPA should be providing to MoDOT. 2. Multimodal review assistance for all applicable resources, and NEPA as needed. 3. State Transportation Improvement Program (STIP) work:

	a. Request for Environmental Services (RES) reviews of projects for socioeconomic and 4f/6f parks compliance statewide. (EPG 127). b. Fieldwork related to <i>any</i> of the resource sections may also be needed such as habitat assessment for suitable bat summer habitat, use of bridges by bats and migratory birds, habitat assessments and surveys for other federally listed species, wetland delineation, stream assessment for impacts related to 404 permits, etc. and be by written request of MoDOT. c. Upon written request for assistance by MoDOT, consultant may be asked to draft/write a Biological Assessment (BA) and/or documented CE (CE2) on MoDOT's behalf. Historic Preservation Assistance and Oversight: Actions prescribed in this part (4-11) of the Scope shall be carried out by or under the direct supervision of a person or persons who meets the Secretary of the Interior's Professional Qualifications Standards for Archaeology or Architectural History (published in 48 FR 44738-44739) and will be overseen by MoDOT's Historic Preservation Assistant Manager. 4. Review the LPA;s submittal to see if the undertaking is covered by "Projects with Little to No Potential to Cause Adverse Effects" in the "Statewide Section 106 Programmatic Agreement for the Federal-Aid Highway Program in Missouri" (currently being drafted; until that is executed, use the existing Memorandum of Understanding for the Local Public Agency Activities that are Undertaking with No Potential to Cause Effects to Historic Properties Pursuant to 36 CFR 800.3(a)(1) administered by the Federal Highway Administration and implemented by
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	the Missouri Highway and Transportation Commission). a. If the undertaking is not covered advise the LPA needs to initiate the Section 106 processes (i.e., hire a consultant from the Archaeology and Historic Preservation Consultants Lists” posted on SHPO’s website). i. If there is a bridge provide MoDOT Historic Preservation’s (HP) eligibility determination and basic information on the bridge to the LPA in the RER. 5. Complete Tribal Notifications for all projects that require Section 106 submittals. a. Communicate and complete Tribal Notification form to submit to with FHWA and MoDOT to complete the Tribal Notification Process. b. Track all tribal communication for LPA projects and ensure all Tribal commitments are completed and considered prior to Section 106 clearance. 6. Review the LPA Section 106 memo/report: a. If finding of “No Historic Properties Affected,” direct LPA to submit memo/report to SHPO. b. If finding of “No Adverse Effect” or “Adverse Effect” verify the finding with MoDOT HP staff. 7. If an “Adverse Effect” to a Historic Property: a. If historic bridge, draft marketing form to advertise the bridge on the MoDOT Free Bridge webpage. b. Provide LPA MoDOT’s template MOA. c. Work with LPA to develop list of potential consulting parties. d. Oversee LPA’s consultation (non-tribal) process. e. Oversee LPA’s drafting of the MOA. 8. Help LPA draft Programmatic or Individual Section 4(f) documents.
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	9. Provide a yearly list of projects reviewed, Section 106 submittals, or were covered by a PA (including PA stipulation #). 10. Oversee Section 106 commitments captured in the Section 106 submittal, NEPA documentation, Construction Contract Job Special Provisions and/or agreement documents. 11. Upon written request by MoDOT, provide Section 106 clearance for a MoDOT State/STIP job. a. Review the Request for Environmental Services (RES) to see if the undertaking is covered by “Projects with Little to No Potential to Cause Adverse Effects” in the “Statewide Section 106 Programmatic Agreement for the Federal-Aid Highway Program in Missouri” (currently being drafted). i. If the undertaking is covered enter the date this was determined as the Section 106 clearance date in the RES. ii. If the undertaking is not covered by “Projects with Little to No Potential to Cause Adverse Effects” stipulation: 1. Complete Tribal Notification form to submit to MoDOT HP for review; upon acceptance MoDOT HP will forward to FHWA who will send this to the interested tribes. 2. Document MoDOT HPs eligibility determination. b. Conduct Field Investigations: i. Conduct Phase I survey. ii. If a site needs Phase II testing consult with MoDOT HP staff. c. Draft Section 106 SHPO submittal: i. If finding of “No Historic Properties Affected”, write Section 106 memo/report. ii. If finding of “No Adverse Effect” or “Adverse Effect” verify the finding with MoDOT HP staff before drafting memo/report.
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	iii. If an “Adverse Effect” to a Historic Property: 1. If historic bridge, draft marketing form to advertise the bridge on the MoDOT Free Bridge webpage. 2. Work with MoDOT HP to develop list of potential consulting parties. 3. Draft the MOA. 4. Draft Programmatic or Individual Section 4(f) documents. 12. Overall Expectations a. Be available to respond daily to requests, be on MoDOT TEAMS, be consistent in contacts/personnel provided through the contract, limited to 15 staff per firm/sub with MoDOT VM. b. By request of MoDOT, provide any training or training products. 13. This contract will be in effect for one year with the option to extend two times for three years in total. Estimated number of <i>potential</i> projects for 3-year period. <table border="1"> <thead> <tr> <th>District</th><th>Estimated No. of Projects Annually</th></tr> </thead> <tbody> <tr> <td>NW</td><td>25 RERs, 85 RESs</td></tr> <tr> <td>NE</td><td>12 RERs, 100 RESs</td></tr> <tr> <td>CD</td><td>19 RERs, 158 RESs</td></tr> <tr> <td>KC</td><td>25 RERs, 133 RESs</td></tr> <tr> <td>SW</td><td>33 RERs, 222 RESs</td></tr> <tr> <td>SL</td><td>73 RERs, 160 RESs</td></tr> <tr> <td>SE</td><td>19 RERs, 193 RESs</td></tr> </tbody> </table> The chosen oversight consultant firm cannot under any circumstances work on any portion of a local project or STIP project in which they are providing oversight for environmental and historic preservation services.	District	Estimated No. of Projects Annually	NW	25 RERs, 85 RESs	NE	12 RERs, 100 RESs	CD	19 RERs, 158 RESs	KC	25 RERs, 133 RESs	SW	33 RERs, 222 RESs	SL	73 RERs, 160 RESs	SE	19 RERs, 193 RESs
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DBE Goal (if applicable)	0%																

Consultant Services Required:	
Other Comments:	Two consultant firms will be selected. Tentative Date of Consultant Selection-December 15, 2025.

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

