

December 22, 2022

Dear Consultants:

The Missouri Highways and Transportation Commission is requesting the services of consulting engineering, photogrammetric, or land surveying firms to perform the described professional services for multiple projects included on the attached list. **MoDOT expects multiple consultants will be selected for these two (2) distinct Project Areas (Missouri West & Missouri East).** Please reference the Cover Sheet for the list of projects, description of work, and specification requirements.

If your firm would like to be considered for the consulting services, provide your submittal to this email Jim.Copeland@modot.mo.gov. A confirmation email will be sent once the submittal is received.

Below are the requirements for the letter of interest:

	<u>Maximum No. Pages*</u>
Cover Sheet – List of Projects indicating which project the consultant is interested in (<i>included on the last page of this solicitation</i>)	1
General Experience of Firm, Familiarity/Capability, Accessibility of Firm & Staff, Past Performance, Qualifications of Personnel Assigned, Workforce Diversity	2
Project Understanding, Innovations, Efficiencies, Acquisition, QA/QC, and Subconsultants	2 page/project (max. 30 pages if responding to both project areas)

**A page will be considered one side of an 8.5" x 11" sheet of paper.*

Please clearly indicate in the provided Cover Sheet which project area your firm is interested in.

Pages 2 and 3 of the submittals should include and company information, which might help in the selection process, including general experience of the firm, familiarity/capability, accessibility of the and staff, past performance, qualifications, and backgrounds of key personnel you would assign to the project. An explanation of your firm's approach to promoting and developing diverse workforce. MoDOT is committed to reflecting the diversity of the communities we serve, and we expect our partners to do the same.

The two pages per project should include a statement to indicate your firm's understanding of the project, innovative approaches, and QA/QC to be utilized during project's acquisition and development. Unmanned Aerial Systems will not be an acceptable method of acquisition for these projects. It should also include any other information which might help us in the selection



including the key personnel you would assign to the project. These pages should all identify any sub-consultants you would propose to use including DBE firms. In addition, please include 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 consultant 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.

We will utilize the consultant information already on file so we will not need a lengthy submittal of other general company information.

MoDOT anticipates multiple consultants will be selected for these projects and 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.** 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.

Interviews/presentations will not be required for the consultant selection. Additional information regarding project limits and acquisition requirements can be obtained using the link below (Project managers will accept phone calls to answer questions):

[2023 Statewide LiDAR Program](#)

Below is an anticipated schedule:

Solicitation Period: Dec. 22, 2022 – Jan 9, 2023

MoDOT review of Submittals: Jan 10, 2023 – Jan. 11, 2023

Announcement of Selection (via website): Jan. 13, 2023

Development of Contracts & Scope: Jan. 6 - 30, 2023

Notice to Proceed: Feb. 24, 2023

We request all letters be received by 3:00 pm, **January 9, 2023**, via email to Jim.Copeland@modot.mo.gov

Sincerely,

Travis Koestner, P.E.
State Design Engineer

Attachment

Central Office

Travis Koestner, P.E. – State Design Engineer
Missouri Department of Transportation
105 West Capitol Avenue, PO Box 270
Jefferson City, MO 65102

Contact Information

PM Name	PM Phone	PM Email
Jim Copeland	573-526-2955	Jim.Copeland@modot.mo.gov

Rating Criteria w/Weighted Values

Project Understanding & Innovation	25 Points Max
Past Performance	25 Points Max
Qualifications 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