



## MEMORANDUM

### Missouri Department of Transportation

#### Southeast District

**TO:** Professional Services Committee

**CC:** Transportation Planning Director-tp

**FROM:** Mark Croarkin  
District Engineer

**DATE:** August 5, 2024

**SUBJECT:** Design Division  
Route 19, Shannon County  
Job No. J9P3814  
PSC Approval to Solicit Consultants

Project Description (physical description) - This project replaces Bridge No. J0420 over Spring Valley in Shannon County.

Fiscal Year project to be awarded: 2026

Amount of estimated construction cost: \$9,160,000

State or Federal Assistance PE Contract: Federal

Amount of PE approved in STIP (attach STIP or Amendment Page and SIMS project summary or project budgeting page): \$1,731,000

Amount of PE in TIP (attach TIP Page for all MPO projects), Budget Cap: \_\_\_\_\_

Planning Study for more-than-TCOS improvement: ☐ yes ☒ no

If yes, the district confirms the following criteria have been met:

1. District has demonstrated that its asset management goals can be met over the next ten years: ☐ yes ☐ no

and

2. District has the financial ability to fund, or has written commitment from another entity to fund the construction of a significant portion, or more, of any improvement resulting from the study within ten years of the initiation of the study: ☐ yes ☐ no

and

3. The region has prioritized the study along with roadway and bridge improvements and is willing to fund the study with STIP right of way and construction funds or funding from others: ☐ yes ☐ no

or

4. The cost of the study is funded by another entity, with minimal MoDOT funding involvement for oversight and guidance: ☐ yes ☐ no

**Funding Request:**

MoDOT's commitment for the consultant services costs only

Cost Share/Cost Participation Agreement: ☐ yes ☒ no

If yes: Entity(ies) and financial commitment:

Name: \_\_\_\_\_ \$ \_\_\_\_\_

Name: \_\_\_\_\_ \$ \_\_\_\_\_

Federal Earmark: ☐ yes ☒ no

If yes: Federal Earmark No. and amount: \_\_\_\_\_

Estimate of DBC commitment for each FY:

FY2024 \$322,000 FY2025 \$700,000 FY2026 \$709,000

Please check one funding source:

- ☒ DBC
- ☐ Operating Budget
- ☐ Special Funds
- ☐ ITS
- ☐ Other ( *Name Funding Source* )

Scope of Services - The consultant will provide professional, technical and other personnel, equipment, material, and all other things necessary for preparing preliminary, right of way, and final design services. This contract will include the following services (Check all that apply):

- ☐ Photogrammetry
- ☒ Surveying
- ☒ Bridge Design
- ☒ Roadway Design
- ☒ Geotechnical
- ☐ Environmental
- ☐ Historic Preservation
- ☐ A large amount of public involvement by the consultant; presentation required
- ☐ Interviews will be conducted with consultant for selection process; required for EA, EIS, MIS, projects

DBE Requirements - This contract will have a DBE goal of 5%.

Period of Service - The consultant will complete the scope of services within 1185(*number*) calendar days from the issuance of the notice to proceed inclusive of necessary review time.

Cost - Total estimated cost for these services \$1,731,000(*estimated contract ceiling*).

Selection Process:    ☒ Standard Solicitation  
                              ☐ Modified Solicitation  
                              ☐ Interviews  
                              ☐ Presentations

Selection Schedule:   Solicitation response date                      September 6, 2024  
                              Notification of shortlist date                      N/A  
                              Date of interviews or presentations                      N/A  
                              Date of selection    September 20, 2024  
                              Execution of Contract by date                      October 11, 2024

Incentives and Disincentive used on this contract:  
                              ☐ Dis/Incentive for ROW Plans being late  
                              ☐ Dis/Incentive for PS&E being late  
                              ☐ Dis/Incentive for Programming Estimate inaccuracies

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Division Liaisons involved in project review:

Design Liaison Engineer \_\_\_\_\_

Bridge Structural Engineer \_\_\_\_\_

Division Approval (Traffic, Environmental, etc) \_\_\_\_\_

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**Professional Services Committee Approval**

	<b>Agree</b>	<b>Disagree</b>	<b>Signature</b>	<b>Date</b>
Transportation Planning Director				
State Bridge Engineer	_____	_____	_____	_____
	_____	_____	_____	_____
State Traffic and Highway Safety Engineer (if applicable)	_____	_____	_____	_____

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☐ Interviews are required for this project

APPROVED: \_\_\_\_\_ Date: \_\_\_\_\_

Chair, Professional Services Committee

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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)

August 14, 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, **September 6, 2024** at the appropriate office.

Sincerely,

Kenny Voss, P.E.  
State Design Engineer

***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)***

Attachment

**Southeast District**

Pete Berry, PE – Transportation Project Manager  
Missouri Department of Transportation  
2675 North Main Street  
P.O. Box 160  
Sikeston, MO 63801  
Phone: 417-469-6232  
[pete.berry@modot.mo.gov](mailto:pete.berry@modot.mo.gov)  
Email responses are encouraged

**Bridge Division (Administration)**

Bryan Hartnagel, PE  
State Bridge Engineer  
Missouri Department of Transportation  
105 W. Capitol Ave.  
Jefferson City, MO 65102

Contact:

Stacy McMillan, P.E.  
Structural Liaison Engineer  
Bridge Division  
Phone: 573-526-0250

[stacy.mcmillan@modot.mo.gov](mailto:stacy.mcmillan@modot.mo.gov)  
Email responses are encouraged

**District Southeast**

<b>Shannon County, Route 19</b>	
<b>Job No:</b>	J9P3814
<b>Location:</b>	5.3 miles north of Route D at Spring Valley
<b>Proposed Improvement:</b>	This project replaces Bridge No. J0420 over Spring Valley in Shannon County, add center turn lane, and access management along corridor.
<b>Length:</b>	0.5 miles
<b>Approximate Construction Cost:</b>	\$9,160,000
<b>DBE Goal (if applicable)</b>	5%
<b>Consultant Services Required:</b>	<p><u>Surveying: MoDOT to provide all LIDAR survey mapping and deed writing. Consultant will provide land corners, property lines, staking for right of way, monument new right of way and prepare boundary surveys.</u></p> <p>Right of Way: Consultant to provide title commitments for affected properties.</p> <p>Roadway Design: Consultant to prepare all preliminary, right of way, final roadway and bridge design and plan preparation as necessary to submit final roadway and bridge plans, specifications and estimates. (PS&amp;E). Attend public meeting to present preliminary plan (provide displays, handouts)</p> <p>Utilities: Coordination of utilities that may be required to be relocated. Work with MoDOT District Utility Staff in determining best course of action for relocating utilities.</p> <p>Geotechnical: Consultant to perform all geotechnical work and will provide Preliminary Geotechnical Report.</p>
<b>Other Comments:</b>	Interviews or presentation will not be required for the consultant selection.

	<p>Tentative Date of Consultant Selection - September 20, 2024.</p> <p>Draft PS&amp;E Date – February 1, 2026.</p>
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**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