



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)

April 12, 2023

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 four 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, Friday, May 5, 2023, at the appropriate office.

Sincerely,

Travis Koestner, 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 OFFICE**

(Administration and Submittal of Letter of Interest)

St. Louis District  
Tom Blair, P.E. – District Engineer  
Missouri Department of Transportation  
1590 Woodlake Dr.  
Chesterfield, MO 63017

Contact  
Christopher Kelly, P.E.  
Transportation Project Manager  
(314) 453-5034  
[Christopher.kelly@modot.mo.gov](mailto:Christopher.kelly@modot.mo.gov)  
Email responses are *required*.

**District St. Louis (SL)**

<b>St. Charles County, Route N</b>	
<b>Job No:</b>	6S3342B
<b>Location:</b>	Route Z to Hawk Ridge Trail
<b>Proposed Improvement:</b>	Scoping to Add Lanes
<b>Length:</b>	4.876 mi
<b>Approximate Construction Cost:</b>	\$84.0M
<b>DBE Goal (if applicable)</b>	12%
<b>Consultant Services Required:</b>	Survey, Conceptual & Preliminary Roadway Design
<b>Other Comments:</b>	<p>Interviews or presentation will not be required for the consultant selection.</p> <p><b>This is a re-posting. All previous submittals will be considered.</b></p> <p>Tentative Date of Consultant Selection – May 19, 2023            Tentative Date of Contract Execution - July 31, 2023</p> <p>Preliminary roadway plans are due to MoDOT by July 1, 2025.</p> <p>Consultant shall submit Request for Environmental Services for each project Milestone and perform NEPA required environmental services for anticipated CE2. Consultant shall perform all photogrammetry, survey, preliminary geotechnical work, utility coordination, traffic modeling and analysis, develop Traffic Safety &amp; Operations Report and assist MoDOT with public involvement. See attached draft outline of Scope of Services for further detail.</p> <p>MoDOT may use a supplemental agreement with the consultant to provide Right-of-Way design, Right-of-Way Acquisition, Final Design &amp; construction inspection services. Construction Inspection services shall include professional, technical and other personnel, equipment, material, and all other things necessary for on-site inspection, testing and administration of the project(s). Services to be provided by the consultant include field</p>

	<p>inspections of all work and contract activities, on-site materials testing (QA), project documentation, material reporting, measurement, and payment, change order and estimate generation, attendance of meetings, close out of customer service call reports, land disturbance reporting, communication with property owners, and others. On site materials testing by the consultant must be performed by personnel certified through MoDOT's Technician Certification Program. The consultant will be required to use MoDOT's AASHTOWare Project program for all project record keeping. The consultant inspectors shall be Advanced Workzone certified.</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

6S3342B – Add Lanes from Route Z to Hawk Ridge Trail  
DRAFT Outline – Scope of Services  
Preliminary Design

TASK 1 – SURVEY

- Corridor Survey in accordance with EPG Sec. 238
- Establish sufficient horizontal and vertical control within corridor.
- Establish existing centerlines of Route N, all intersecting state, city and county routes and ramps within project limits.
- Establish existing right-of-way corridor and adjoining properties, determine ownership and determine land corners, including locating existing property pins/monuments, review of deed/plat information. Consultant to obtain all subdivision plats.
- Review records of adjacent land survey monumentation and tie to horizontal control.
- Locate and survey all utilities as marked by others as well as according to field maps supplied by utility companies.
- Locate and survey all public or private sewers, wells, septic tanks and drain fields within project limits.
- Survey locations of bore holes for geotechnical exploration.
- Survey Deliverables per EPG Sec. 238.1.3

TASK 2 – ROADWAY DESIGN:

- SUBTASK A – CONCEPTUAL DESIGN
  - Prepare Design Criteria Memo for approval.
  - Develop/Refine roadway Typical Section(s)
  - Refine horizontal & vertical alignment of preferred alternative
  - Identify locations/needs for ped/bike/multi-use facilities.
  - Identify potential design exceptions, if any.
  - Identify potential types/locations/sizes of permanent stormwater BMP's.
  - Identify conceptual intersection types/geometric layout.
  - Develop conceptual estimate
  - Develop conceptual MOT plan, verify constructability.
  - Develop Conceptual Study Report per EPG Sec. 128.
- SUBTASK B – TRAFFIC DATA COLLECTION AND ANALYSIS
  - Review traffic data compiled from EA/PEL study.
  - Complete supplemental traffic counts as needed to update or supplement EA/PEL counts.
  - SYNCHRO v11/VISSIM v2022 Analysis (AM & PM Peak periods & event):
    - Current year base model existing condition.
    - Future year “No Build”
    - Future year “Build”
  - Analyze corridor access management needs and develop recommended guidelines.
  - Develop Traffic Safety & Operations (TS&O) Report
- SUBTASK C – PRELIMINARY DESIGN

- Refine roadway design elements based on any revisions from Conceptual Study Report and TS&O report.
  - Prepare preliminary roadway plans per EPG Sec. 235, including drainage design, retaining walls, signing, signals, ITS.
  - Prepare & submit Pavement Type Selection request to MoDOT.
  - Prepare preliminary MOT strip maps and typical sections for review.
  - Update cost estimate.
  - Prepare & submit design exceptions (if any).
  - Prepare & provide displays for Public Hearing/Meeting.
  - Provide responses to MoDOT Value Engineering Study & incorporate recommendations as applicable.
  - Attend Preliminary Field Check with Core Team.
  - Prepare Location Sketch for Commission approval of location & design.
- **TASK 3 - GEOTECHNICAL ENGINEERING:**
    - Determine locations for and perform subsurface soil borings needed for roadway, embankment, cut classification and potential structures.
    - Complete boring logs
    - Pavement coring to determine existing pavement and base conditions.
    - Soil property testing.
    - Prepare Preliminary Geotechnical Report per EPG 320.1, including condition survey of existing pavement and base.
    - Provide temporary traffic control as needed for obtaining borings & pavement cores.
- **TASK 4 – ENVIRONMENTAL/HISTORIC PRESERVATION:**
    - Prepare all necessary documents for an anticipated CE2 and submit to MoDOT for review/approval as outlined in EPG 127 and any environmental commitments in PEL.
    - Identify locations requiring 401/404 permitting, Floodplain Development Permits and/or ‘No-Rise’ certifications.
    - Threatened & Endangered Species
      - Perform bat habitat survey of Preliminary corridor limits and create report.
      - Consult with USFWS and MDC.
    - Complete wetland delineation report. Consultation with US Army Corps of Engineers as needed.
    - Section 106 – Complete Historical & Archeological surveys and reports for corridor. Consultation with SHPO as needed.
    - Submit RES with supporting documentation to MoDOT Environmental for review and documentation of environmental clearances.
- **TASK 5 – UTILITY COORDINATION:**
    - Consultant shall lead utility coordination efforts.
    - Develop Utility Segments for the route, and for each Utility Segment:

- Identify Utility Owners that may have facilities on or maybe impacted by the project
    - Collect Facility records and note when available: the owner, function, size (i.e., diameter, number of conduits or cables), encasement, material type, and horizontal and vertical location of the facility (Utility locates not required this phase).
    - A list of all of the points of contact for each Utility (a parent list as opposed to one for each segment is fine).
    - Plot approximate locations of the known Utilities to the plans from these records tying into visible features were able to do so.
    - For all power poles and lights note ownership of the pole and for power poles list who is attached from top to bottom.
  - Identify high impact utilities in the area such as pipelines, transmission power lines, and known easements, show approximate locations on plans based on facility prints.
  - Review/approve utility permits related and unrelated to the project adding facilities to design plans as appropriate.
  - Provide preliminary estimate of reimbursable utility costs.
- TASK 6 – PUBLIC INVOLVEMENT:
    - Create PI plan for project.
    - Create/maintain project stakeholder list.
    - Create project webpage content for posting on MoDOT’s website.
    - Draft news releases, project update e-mails, Fact Sheets and other PI documents as requested by MoDOT.
    - Communications/coordinate/provide staff for Technical Advisory Group (TAG) and Community Advisory Group (CAG) meetings.
    - Reserve location for Public Hearing/Meeting.
    - Attend Public Hearing/Meeting as support to MoDOT staff.
    - Compile Public Hearing/Meeting Transcript per EPG 129.6.3.
  - TASK 7 – PROJECT MANAGEMENT:
    - Conduct monthly Core Team meetings; create & distribute minutes to attendees.
    - Internal coordination meetings.
    - Sub-team meetings & meetings with project stakeholders as needed.
    - QA/QC of all deliverables.
    - Monthly invoicing & progress report.