



OZARKS TRANSPORTATION ORGANIZATION
A METROPOLITAN PLANNING ORGANIZATION

2208 W. Chesterfield Blvd., Suite 101
Springfield, MO 65807
Phone: (417) 865-3042 Ext. 100

REQUEST FOR QUALIFICATIONS: RFQ 2026-1 Nicholas & Tracker Intersection Improvements

FEDERAL AID NUMBER: STBG-9901(885)

DEADLINE: March 18, 2026, at 4:00 PM, Central Standard Time

PURCHASING AGENT: Debbie Parks, 417-865-3047 x 106,
dparks@ozarkstransportation.org

DATE OF ISSUE: Wednesday, February 25, 2026

Dear Consultant:

Ozarks Transportation Organization and Christian County are 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 3 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active.

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with with Christian County. The statement of qualification is not included in the total page count limit.

It is required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

We request all letters be received by 4:00 pm, March 18, 2026 at dparks@ozarkstransportation.org. A confirmation email will be sent once the submittal is received.

Sincerely,

Jennifer Thomas, P.E.
Project Manager

City/County: Christian County Route: Nicholas & Tracker Roads	
Federal Aid No:	STBG-9901885
Location:	Nicholas & Tracker Roads
Proposed Improvement:	Intersection Improvements at Nicholas & Tracker roads in Christian County
Approximate Construction Cost:	\$ 1.0 Million
DBE Goal Determination:	0%
Consultant Services Required:	<p>The engineering responsibilities will need to encompass conceptual study, roadway design, right-of-way acquisition, permitting, public involvement and construction inspection. To accomplish the above listed tasks, the consultant is anticipated to provide the following services throughout the contract period:</p> <ul style="list-style-type: none"> • Survey • Traffic Study & Data Collection • Geotechnical Investigations, Testing & Reports • Environmental & Historic Preservation Services and/or Permits • Utility Coordination • PS&E • Right-of-Way Documents & Plans • Right-of-Way Acquisition Services • Public Involvement & Meetings • Bid Assistance • 30%, 60%, 90% and Bid Plans (Preliminary & Contract) • Construction Bid Assistance • Construction Administration, Assistance and/or Inspection • Material Testing Utility Coordination and Permits • Traffic Control & Erosion Control Plans • Project Closeout Assistance
Other Comments:	This will be a phased contract. The first phase will be for the conceptual study before continuing into the design of the selected improvements. Construction services will be added in a later phase, if needed. OTO staff will perform project

	administration for this project, however Christian County will execute the engineering services contract.
Contact:	Name: Jen Thomas, P.E. Address: 2208 W. Chesterfield Blvd #101, Springfield MO 65087 Phone: 417-865-3042x108 Email: jthomas@ozarkstransportation.org
Deadline:	
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed 3 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. 	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

Project Understanding	25	Max Points
Past Record of Performance	25	Max Points
Personnel Qualifications	15	Max Points
Familiarity/Capability	15	Max Points
General Experience of Firm	10	Max Points
Accessibility of Firm & Staff	<u>10</u>	<u>Max Points</u>
	100	Total Points

OTO POLICIES AND PROCEDURES.

This RFQ does not commit OTO to select a firm/consultant or to pay any costs incurred in the preparation or mailing of the submittal. A failure to award a contract will not result in a cause for action against the OTO.

OTO reserves the right to the following:

1. To waive minor deficiencies and informalities;
2. To accept or reject any or all submissions received as a result of the RFQ;
3. To obtain information concerning any or all proposers from any source;
4. To request an oral interview from any or all proposers.

5. If the selected firm/consultant undergoes a change of key personnel, OTO reserves the right to approve any substitute personnel or terminate the services at OTO sole discretion.
6. To seek new submissions when such a procedure is reasonable and in the best interests of OTO. OTO complies with Federal Contracting Requirements.

SCHEDULE. The following is the schedule of events which are anticipated by OTO for the implementation and completion of selecting the firm/consultant to provide the requested services as outlined in the Statement of Scope. OTO or Christian County may, in its discretion, revise the schedule of events at any time as may be in its best interests:

<u>Event</u>	<u>Date</u>
Post Request for Submissions	February 25, 2026
Submissions due	March 18, 2026
Date for final selection	April 10, 2026

Initial estimated hours and fee will be due from chosen consultants two weeks after notification, with any revisions due one week from revision request.

TITLE VI NOTIFICATION

“The Ozarks Transportation Organization, in accordance with the provisions of the Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”



For persons with disabilities needing reasonable accommodations please contact OTO at 417-865-3042 at least 48 hours in advance of the question deadline. If you need relay services please call the following numbers: 711 - Nationwide relay service; 1-800-735-2966 - Missouri TTY service; 1-800-735-0135 - Missouri voice carry-over