



105 West Capitol Avenue
P.O. Box 270
Jefferson City, Missouri 65102

Missouri Department of Transportation
Ed Hassinger, Director

1.888.ASK MODOT (275.6636)

February 25, 2026

Dear Consultant:

The Missouri Highways and Transportation Commission is requesting the services of consulting engineering firms to perform the described professional services on the attached. This solicitation is for a method of agreement requesting consultants to base their submittals on 5000 personnel hours for construction inspection during the 2026 construction season. Unlike previous solicitations, consultants will be expected to base their submittal on a general scope of services provided in the solicitation and will be assigned projects based on inspection needs during the season rather than specific projects. Each consultant will be ranked by scored qualifications; the highest scoring consultant will be selected to negotiate an agreement with. The consultant will be assigned to a minimum of one project in the NW District, Chillicothe Area (Mercer, Putnam, Sullivan, Grundy, Linn, Livingston, Daviess, Caldwell, Carroll and Chariton Counties). Additional project assignments will be made available as hours and needs warrant.

If your firm would like to be considered for these consulting services, you may express your interest by responding to the District office contact, 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 work. 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. Please have 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 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 responses be received by 3:00 pm, March 11th, 2026 via email to Jessica.salyer@modot.mo.gov and Jose.Rodriguez@modot.mo.gov.

Signed by:

Sincerely,


Sarah Kleinschmitt, 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

DISTRICT OFFICES

Northwest District
Martin Liles – District Engineer
Missouri Department of Transportation
3602 North Belt Highway
Saint Joseph, MO 64506

Contact
Jessica Salyer – District Construction & Materials Engineer
816-205-3721
Jessica.Salyer@modot.mo.gov
Email responses are encouraged

EXHIBIT A

District – Northwest

Mercer, Putnam, Grundy, Sullivan, Linn, Livingston, Daviess, Caldwell, Carroll or Chariton Counties, Routes Various	
Job No:	Various
Location:	Various
Proposed Improvement:	See Exhibit C Potential Projects
Length:	Various
Approximate Construction Cost:	Various
DBE Goal (if applicable)	0%
Consultant Services Required:	The consultant shall provide qualified personnel to assist the Commission with construction inspection and materials testing.
Other Comments:	Interviews or presentations will not be required for the consultant selection. Tentative Date of Consultant Selection- 04/13/26

Rating Criteria w/Weighted Values

Past Performance	25 Points Max
Qualifications of Personnel Assigned	20 Points Max
General Experience of Firm	20 Points Max
Familiarity/Capability	15 Points Max
Accessibility of Firm & Staff	10 Points Max
Project Understanding & Innovation	<u>10 Points Max</u>
	100 Points Max Total

EXHIBIT B

SCOPE OF SERVICES

The scope of professional services for this agreement is for the Consultant to provide construction and material inspection services in accordance with the standard practices of the Commission as conveyed to the Consultant by the Commission. Further details and assumptions of the scope of services are described as follows:

1. The Consultant's representative shall supervise all the activities of all personnel furnished by the consultant. The consultant's representative will report and be responsible to the Engineer.
2. The Consultant shall provide, at a minimum, three (3) MoDOT qualified inspectors to inspect and report on both roadway inspection (2 construction inspectors) and plant inspection (1 materials inspector). The Consultant inspectors shall be required to report to the MoDOT Resident Engineer Office. Consultant inspectors shall also coordinate with the Materials Resident Engineer or their assigned representative for material inspection requirements and reporting. This need for consultant inspectors on the project and their methods of reporting may change at the discretion of the MoDOT management. A list of potential projects is shown in Exhibit C, this list is not all inclusive.
3. MoDOT will provide guidance and mentoring relative to daily expectations in the completion of inspection duties. Failure to comply with directives will be addressed through actions outlined in paragraph No. 23.
4. Consultant inspectors shall be available primarily for daytime and nighttime operations, weekday and weekends, and holidays not recognized by the contract. An inspector shall be present on site whenever work is being performed by the contractor, except during periods of extended delay or stoppage unless otherwise directed by the Engineer. The Consultant shall maintain continuity of personnel on the inspection staff to minimize disruption of the consultant services. The consultant shall provide inspectors that are qualified to perform the services and provide complete documentation of the time spent by each inspector performing the services.
5. Consultant inspectors shall perform their duties in a manner to comply with the Missouri Standard Specifications for Highway Construction, MoDOT Standard Plans for Highway Construction, the Manual of Uniform Traffic Control Devices, the Engineering Policy Guide, contract specific requirements/documents and their revisions and other related material. Access to required documents will be made available. During performance of these services the consultant inspector shall comply with applicable federal, state and local laws, rules, regulations and ordinances of the U.S. Environmental Protection Agency (EPA), the Occupational Safety and Health Administration (OSHA), the Missouri Department of Natural Resources (MDNR), and other regulatory authorities with jurisdiction over the project.
6. Consultant inspectors shall perform Quality Assurance material testing in accordance with MoDOT's Instruction to Proposals (ITP) QA testing frequency or as directed by the Engineer. This includes testing of materials for all on-site work, including nuclear density testing, and at all on-site and off-site aggregate, asphalt and concrete production facilities. The Consultant inspectors shall be properly certified through MoDOT's Technician Certification Program to perform all of the necessary testing required on the project. At a minimum, the Consultant inspectors shall be certified in Aggregate Technician, Bituminous Technician, Superpave

QC/QA, Concrete strength, and Concrete field. OSHA-10 or higher certification is also required. These certifications shall be up to date and current while providing inspection services.

7. Consultant inspectors shall provide and maintain for strictly their own use; all necessary inspection and testing equipment and supplies required to complete the work, cell phone with data capabilities and an active e-mail address for correspondence with Contractor and Engineer, laptop computer capable of accessing a wireless network and wireless connection capability necessary to complete the work, vehicle equipped with warning lights meeting MoDOT specifications, and all appropriate Personal Protective Equipment (PPE) for Consultant inspector to be worn at all times while working within the Commission Right of Way in accordance with Missouri Standard Specification 107.4.1.
8. The Consultant inspectors shall abide by all MoDOT policies while performing services under this contract, including but not limited to: seatbelt use, zero cell phone use while operating a vehicle, and compliance with all MoDOT safety policies related to the use of personal protective equipment (PPE).
9. Consultant inspectors shall be Advanced Work Zone Certified and demonstrate good knowledge of proper traffic control implementation and flagger operations. They are expected to also drive the work zones routinely and report any discrepancies to the responsible Contractor and MoDOT staff immediately. Consultant inspectors are also expected to be available 24/7 for emergency call out, if needed.
10. Consultant inspectors will coordinate, attend and moderate/facilitate discussions at all meetings, as needed, between the Engineer, Contractor or other third parties. This will include the preparation of agendas and meeting scheduling.
11. Consultant Inspectors shall liaison with the Contractor as needed to discuss matters such as scheduling, contract requirements and work procedures. Liaison with adjacent landowners, along with the contractor, to facilitate construction activities. Consultant inspectors are also expected to keep MoDOT Customer Relations and the Engineer updated on noteworthy project updates.
12. Consultant inspectors shall conduct wage rate interviews, Commercially Useful Function (CUF) reviews, bulletin board inspections, traffic control inspections, etc. as required by the project and directed by the Engineer.
13. Consultant inspectors shall monitor and document the Contractor's work performance, progress, and compliance with the contract requirements daily for all work. In order to record the work being performed and documentation of specific activities, the Consultant inspectors shall enter and manage these construction records using AASHTOWare Projects software in accordance with established MoDOT Quick Reference Guidelines.
14. Consultant inspectors shall compile, review and upload all project correspondence, completed forms, reports and other pertinent records to eProjects (MoDOT's internal SharePoint site) for the Engineer's use and approval, if necessary, with advisement for such approval or disapproval. The Consultant inspector shall also ensure the Contractor uploads a complete set of all required submittals to MoDOT's external SharePoint site.
15. Regular progress payment estimates will be generated by the Consultant inspectors using AASHTOWare Projects software. Payment estimates will be submitted to the Engineer and include any supplemental documentation to validate payments made.
16. Consultant inspectors shall monitor the work to adhere as closely as possible to the contract quantities. All field measurements and change orders will be compiled by the Consultant and submitted to the Engineer as the need arises. Change orders shall be issued and approved by all parties before an increase in quantities is permitted in the field.

17. If directed by the Engineer, Consultant inspectors shall oversee completion of the project punch list and complete Semi-Final and Final Inspections of the project. Consultant inspectors shall compile and submit to the Engineer all as-built final documents, submitted by the Contractor, and shall complete as-built final plans in accordance with the guidance in MoDOT's Engineering Policy Guide. These final documents shall include but are not limited to: final change order, as-built final plans, Contractor submittals, documentation of in-place quantities (ticket totals and field measurements) and material certifications. Completion of the final paperwork shall be completed in accordance with EPG Section 239.
18. If applicable, Consultant inspectors shall be proficient with all American with Disabilities Act (ADA) regulations, guidelines and requirements and shall ensure that all ADA facilities on the project are constructed in accordance with all Federal regulations and all MoDOT specifications and guidelines. The Consultant inspector is expected to submit to the Engineer, upon completion of the project, a completed ADA Checklist as found on MoDOT's website.
19. If applicable, Consultant inspectors are to perform any necessary QA construction staking and/or surveying as determined by the Engineer and defined in the Missouri Standard Specifications Section 627. All staking and/or surveying is intended to be a Quality Assurance check of the contractor's data, as needed or directed by the Engineer. Typical duties include, but are not limited to, verifying layout and elevations of structures, verifying profile, layout, slope stakes and paving grades for pavement improvements, determining quantities for any disputed and/or unsuitable materials and determining final quantities for pay items as necessary.
20. If applicable, consultant inspector will be required to complete MoDOT's Land Disturbance Training program, to properly review the site and all disturbed areas and perform all weekly and post rain event inspections according to MoDOT's SWPPP (Storm Water Pollution Prevention Plan) and as defined in MoDOT's state operating permit and EPG Section 806.5. The Consultant will be responsible for performing inspections in the field, entering inspections into MoDOT's Stormwater Database, updating the erosion and sediment control site plans as changes are made in the field and ensuring that the Contractor adheres to all Land Disturbance Permit and SWPPP requirements.
21. Consultant staff shall enforce contract requirements and specifications with the Contractor's personnel to ensure quality workmanship and timely completion of the work. When Consultant inspectors determine the Contractor's work has deviated from the contract requirements, the Consultant shall direct the Contractor to take corrective action. If differences in the interpretation of the contract requirements or specifications arise with the Contractor, the consultant shall refer the matter to the Engineer immediately. All deviations shall be documented using either a Non-Conformance Report or Order Record as the situation dictates.
22. Any other duties associated with QA inspection as designated by the Engineer.
23. Failure to comply with expectations outlined in this document is grounds for invalidating the contract. Efforts will first be made to correct non-compliant performance. Verbal and written communication will document these efforts and the timeline for contract termination.

EXHIBIT C

POTENTIAL PROJECTS

Project Number	County	Route	Description	Letting Date	RE Project Office
JST0100	Linn/Sullivan	Various	Asphalt plant inspection for surface leveling	09/20/2024	Chillicothe
JST0132	Sullivan	DD	Asphalt plant inspection for surface leveling	03/14/2025	Chillicothe
JNW0030	Carroll/Chariton	Various	ADA improvements in the towns of Hale, Norborne, Bosworth, Sumner, Mendon, Keytesville and Rothville.	05/16/2025	Chillicothe
JST0154	Carroll/Chariton	Various	Asphalt plant inspection for surface leveling	10/17/2025	Chillicothe
JIS3438	Mercer	65/136	ADA improvements in the towns of Princeton and South Lineville	11/14/2025	Chillicothe
JNW0040	Putnam/Sullivan	5	Asphalt plant inspection of bituminous pavement and roadway inspection	11/14/2025	Chillicothe
JST0153	Sullivan	Various	Asphalt plant inspection for surface leveling	11/14/2025	Chillicothe
JIS3442	Mercer/Putnam	136	Asphalt plant inspector of bituminous pavement	12/12/2025	Chillicothe
JNW0043	Putnam	136	Asphalt plant inspector of bituminous pavement	12/12/2025	Chillicothe
JNW0049	Mercer	136	Bridge Deck Replacement	12/12/2026	Chillicothe
JNW0143	Livingston	65	ADA Signal Improvements in Chillicothe	03/20/2026	Chillicothe
JIP3168	Sullivan	129/N	ADA improvement in the town of Green City	05/15/2026	Chillicothe

EXHIBIT D

SERVICES PROVIDED BY THE COMISSION

1. The Commission will supply all necessary sets of plans, special provisions, contract documents, forms and checklists as deemed necessary.
2. Resolve and decide all differences in interpretation of the contract requirements between the Consultant's inspectors and the Contractor.
3. Commission shall make the final determination as to the Contractor's Compliance with all contract requirements.
4. Suspend the Contractor's work, if deemed necessary.
5. Review and approve all Contractors' submittals.
6. Liaison with adjacent landowners, when circumstances require, private parties, elected officials and businesses interested in the project.
7. Liaison with all government entities for agreements, permits, etc. needed to accommodate the project.
8. Liaison with all utility companies for agreements, permits, adjustments, etc. needed to accommodate the project.