



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)

October 31, 2019

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. Please attach one page with detailed information on similar projects that your key personnel have worked on (for a maximum submittal of four total pages). 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, November 15, 2019 at the appropriate office.

Sincerely,


Travis Koester, P.E.
State Design Engineer

DISTRICT OFFICES

KC District

David Silvester, P.E. – District Engineer
Missouri Department of Transportation
600 NE Colbern Road
Lee's Summit, MO 64086

Contact

K. Mark Sommerhauser
KC Scout ITS Project Manager
#816-607-2243
karsten.sommerhauser@modot.mo.gov
Email responses are encouraged

KC District

Jackson County, Various Routes (Scout TMC)	
Job No:	J4Q3161
Location:	At the KC Scout Traffic Management Center
Proposed Improvement:	24/7, 365 days a year, consultant staffing of the bi-state KC Scout Traffic Management Center
Length/Duration:	3 year staffing contract, with two possible, one-year supplemental extensions
Approximate Contract Cost:	Around \$1,100,000 each year. This number is just an approximation for the consultant to anticipate the magnitude of work since there is no construction project cost associated with this project.
DBE Goal (if applicable)	0%
Consultant Services Required:	<p>24/7, 365 days a year, consultant staffing of the bi-state KC Scout Traffic Management Center (TMC). The Kansas Department of Transportation is a partner in this project because the Scout TMC manages freeway traffic throughout the bi-state Kansas City metro region.</p> <p>The consultant will provide operators for all shifts along with the corresponding supervision needed.</p> <p>The consultant will work under the direction of the Scout Traffic Systems Supervisor and this consultant contract will focus entirely on the staffing of operators. The consultant should provide a clear TMC staffing plan and if short listed, be prepared to discuss that plan in detail.</p> <p>Two Kansas Highway Patrol (KHP) operators are staffed by KDOT at the Scout TMC during the work week. The consultant team should be prepared to work with the Scout Traffic Systems Supervisor to fully integrate these KHP operators into daily TMC operations and the overall TMC staffing structure.</p>
Other Comments:	<p>The Consultant Short List will be posted to the web around November 18th.</p> <p>Short presentations along with a brief question and answer period will be conducted with the short</p>

	<p>listed firms on November 25th.</p> <p>Tentative Date of Consultant Selection – December 4th.</p> <p>The final negotiated consultant contract will be a cost plus fixed contract that utilizes field overhead rates (for consultant staff completely housed and supported at the Scout TMC) in addition to the consultant’s standard corporate office overhead rate.</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