



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)

November 10, 2020

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 to your three page letter of interest response, 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, January 8, 2021 at the appropriate office.

Sincerely,

Travis Koestner, P.E.

***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)**

State Design Engineer

Attachment

## **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  
#816-607-2243  
karsten.sommerhauser@modot.mo.gov  
Email responses are encouraged

## Kansas City District

<b>Jackson County, KC Scout Traffic Management Center</b>	
<b>Job No:</b>	J4Q3162
<b>Location:</b>	At the KC Scout Traffic Management Center located within the KC District Office
<b>Proposed Improvement:</b>	N/A
<b>Length:</b>	N/A
<b>Anticipated Contract Duration:</b>	3 years
<b>Consultant Services Required:</b>	Network and Cisco Telecommunications Staffing for the KC Scout Traffic Management Center
<b>Other Comments:</b>	<p>Remote interviews using TEAMS will be conducted with the short listed firms.</p> <p>One full time consultant network position is expected for the three year contract term. Scout staff anticipate negotiating a consultant field overhead rate since the consultant's staff member will be reporting to the Scout Traffic Management Center every day with all equipment and office products provided. The final consultant contract will be negotiated on a cost plus fixed fee basis.</p> <p>The execution and subsequent implementation of this consultant contract is expected to require very minimal consultant project management and clerical support. KC Scout members will not negotiate additional intelligent transportation system (ITS) design or staffing services above and beyond what is needed to manage the consultant network staffing position.</p> <p>The minimum educational requirements for the consultant's proposed network staff member are: either a four year computer science (or similar discipline) degree along with a minimum of three years of experience with Cisco switches or be an accredited Cisco Certified Network Associate (CCNA) with three years of experience working with Cisco switches.</p> <p>The proposed consultant network staff member must have extensive knowledge of Ethernet networks, IP addressing, and Cisco switches.</p>

Preferred consultant knowledge areas include:

- Knowledge of fiber optics
- Wireless radio bridges
- OTDR and Fluke tools
- Solarwinds software
- Wowza video servers
- Network documentation software such as Visio

Proposed consultant member must demonstrate the flexibility to learn new, custom advanced traffic management system (ATMS) software packages such as the following:

- Ramp metering software configurations
- Supporting disaster recovery backups using software such as Commvault
- ATMS travel time configurations
- Rebooting Microsoft servers
- Analyzing system packet captures

Since this consultant staff member will be a full time member of the KC Scout Traffic Management Center team, the following personal characteristics will be critical:

- Work well in a team atmosphere
- Have good communication skills
- Demonstrate an excellent history of independent initiative
- Ability to research and learn new technologies
- Have a willingness to help other members of the Scout team

The Consultant Short List will be posted to the web.

**Rating Criteria w/Weighted Values**

Project Understanding & Innovation	15 Points Max
Past Performance	20 Points Max
Qualifications of Personnel Assigned	50 Points Max
General Experience of Firm	5 Points Max
Familiarity/Capability	5 Points Max
Accessibility of Firm & Staff	<u>5 Points Max</u>
	100 Points Max Total