



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)

July 29, 2021

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, please attach one additional 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, August 30, 2021 at the appropriate office.

Sincerely,

2021.07.29  
13:37:25-05'00'

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***

## **DISTRICT OFFICES**

Southwest District  
Steve Campbell – District Engineer  
Missouri Department of Transportation  
3025 East Kearney Street  
Springfield, MO 65803

Contact  
Warner “Bud” Sherman  
417-895-7690  
[Warner.sherman@modot.mo.gov](mailto:Warner.sherman@modot.mo.gov)  
Email responses are encouraged

**District: Southwest**

<b>Lawrence/Greene County, Various Routes</b>	
<b>Job No:</b>	J7S3504
<b>Location:</b>	Dallas County - State Route in Urbana. Hickory County – State Routes in Cross Timbers, Hermitage, Pittsburg, Weaubleau Polk County – State Routes in Flemington, Humansville, and Frisco Highline Trail crossings on Route 215 and Route U
<b>Proposed Improvement:</b>	Upgrade pedestrian facilities to include but not limited to sidewalks, curb ramps, signing, pavement markings, and state route crossing improvements to comply with ADA Transition Plan.
<b>Length:</b>	2 miles
<b>Approximate Construction Cost:</b>	\$1,078,000
<b>DBE Goal (if applicable)</b>	10%
<b>Consultant Services Required:</b>	The Consultant will conduct necessary field investigations and office reviews to prepare the conceptual report which will be used to refine the final project scope. After the conceptual report/final project scope is approved, a supplemental agreement will be negotiated for additional consultant services as necessary for preparation of preliminary plans, right-of-way plans, and PS&E plans/documents.
<b>Other Comments:</b>	Interviews or presentation will not be required for the consultant selection.  Tentative Date of Consultant Selection – September 13, 2021.  The Consultant will have two weeks from receipt of the Scope of Services to provide estimated fees and hours for the contract.  Proposed Project Schedule: <ul style="list-style-type: none"><li>• Conceptual Report – March 1, 2022</li><li>• Preliminary Plans – June 1, 2022</li><li>• Right of Way Plans – September 1, 2022</li><li>• PS&amp;E Plans/Documents – November 2023</li><li>• Letting – February 2024</li></ul>

	<p>Preparation of Preliminary Plans, Public Involvement, Right of Way Plans, PS&amp;E Plans/Documents, and Utility Coordination will be done through a supplemental agreement after approval of the conceptual report.</p> <p><u>Additional Information:</u></p> <p>The Consultant will provide site-specific project surveying. Existing survey data as available will be provided by MoDOT.</p> <p>Right of Way Acquisition will be provided by MoDOT.</p> <p>Some Environmental Services will be provided by MoDOT. The Consultant will provide Cultural Resource investigations and Section 106 clearance required by SHPO. The Consultant will be responsible for submitting the Request for Environmental Services and will be available to provide project specific information as requested.</p> <p>The Consultant will provide utility coordination.</p> <p>Public meetings may be required due to the number of parcels affected. The Consultant will prepare exhibits and participate in the public meetings.</p> <p>Construction inspection services will be provided by the Consultant through a supplemental agreement at the time of construction.</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