



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 25, 2023

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 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, November 8, 2023 at the appropriate office.

Sincerely,

DocuSigned by:  
  
7235401073964B4...  
Kenny Voss, P.E.  
Assistant 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](http://www.modot.org)***

**Central Office**

Kenny Voss, P.E. – Assistant State Design Engineer  
Missouri Department of Transportation  
105 West Capital Avenue, PO Box 270  
Jefferson City, MO 65102

**Contact**

Melissa Scheperle – Environmental and Historic Preservation Manager  
573-526-6684  
Melissa.Scheperle@modot.mo.gov  
Email responses are encouraged

## Central Office

<b>Improve I-70 Corridor Projects</b>	
<b>Job No:</b>	ST0070
<b>Location:</b>	Various
<b>Proposed Improvement:</b>	Various
<b>Length:</b>	Project completion or when services no longer needed
<b>Approximate Construction Cost:</b>	\$250,000
<b>DBE Goal (if applicable)</b>	0%
<b>Consultant Services Required:</b>	<p>Review MoDOT undertakings subject to the Department of Transportation Act of 1966, and Section 106 of the National Historic Preservation Act of 1966, as amended, for compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties.</p> <p>Evaluate the significance of cultural resources and their eligibility for the National Register of Historic Places on such undertakings.</p> <p>Give priority to the MoDOT documents before other work-related responsibilities.</p> <p>Prioritize the review of MODOT Section 106 documents through consultation with MoDOT Historic Preservation (MoDOT HP) staff and State Historic Preservation Office (SHPO) staff.</p> <p>Review specific Section 106 documents in fewer than 15 days, upon request by MoDOT HP staff, when individual projects require acceleration. MoDOT HP staff will identify these projects with SHPO staff through meetings and correspondence. Overtime for document review is not authorized.</p> <p>Consult on bridges and bridge marketing with MoDOT HP staff.</p> <p>Be available for and participate in specific project consultation, planning, scoping, field inspections, and other meetings, upon request by MoDOT HP staff, including coordination of preliminary review with transportation agencies, local governmental entities, and stakeholders.</p> <p>Participate in consultation and advise on the development of agreement documents to resolve adverse effects to historic properties.</p>

	<p>Respond to requests for information and provide technical assistance in the treatment of historic properties.</p> <p>Use ESRI ArcGIS tools to research, identify, and evaluate historic properties.</p> <p>Maintain electronic and physical files for SHPO Programs.</p> <p>Update SHPO databases with current information.</p> <p>Participate in monthly meetings, as appropriate, with representatives from the SHPO and MoDOT HP staff, to review, discuss, and/or determine MoDOT project priorities.</p> <p>Maintain records for salary and wages charged that accurately reflect the work performed.</p> <p>Perform similar duties and functions as otherwise assigned.</p>
<p><b>Other Comments:</b></p>	<p>Evaluation of all qualifications will be completed by representatives from MoDOT and SHPO.</p> <p>The contractor must be knowledgeable in architectural history, archaeology, the structure, and operation of historic preservation programs including preservation laws and regulations, demonstrate a willingness to learn basic transportation and engineering terms, and will be required to sign a services agreement with MoDOT and SHPO acknowledging a duty of impartiality and confidentiality to SHPO.</p> <p>Review of historic properties will include buildings, structures, archaeological sites, objects and districts that are listed in or eligible for listing in the National Register of Historic Places consistent with 36 CFR 800 and Secretary of Interior standards and guidelines.</p> <p>The contractor shall furnish all material, labor, facilities, equipment, supplies, and insurance necessary to perform the services required, and must sign specific documents regarding confidentiality, security, or other similar documents upon request.</p>

	<p>To the best of its knowledge, the consultant has no conflict of interest, and every effort will be made to avoid the appearance of conflict of interest between the consultant, its family, business, or financial interests and the services provided under this Agreement.</p> <p>The contractor will provide an affirmative statement of all work experience related to projects for the I-70 corridor to evaluate potential conflicts of interest.</p> <p>The consultant and its principals (any person associated with the Consultant in the capacity of owner, partner, director, officer, principal investor, project director, manager, auditor, or any other administrative position): (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal, state or local governmental entity; (2) have not been indicted, convicted, or had a civil judgment rendered against them in any matter involving fraud or official misconduct within the past three years; and, (3) have not had any public transactions terminated for cause or default in the last three years. If there are any exceptions to this certification, the consultant will submit those exceptions in writing, and those exceptions will be considered in determining whether to procure services from the consultant.</p> <p>The consultant will comply with all state and federal statutes relating to nondiscrimination, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d and 2000e), as well as any applicable titles of the Americans with Disabilities Act.</p> <p>The consultant will not discriminate on grounds of the race, color, religion, creed, sex, disability, national origin, age, or ancestry of any individual in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The consultant will not participate either directly or indirectly in the discrimination prohibited by 49 CFR Subtitle A, Part 21, Section 21.5, including employment practices.</p> <p>The contractor will ensure that all nondiscrimination provisions listed above will also apply to its subcontractors and suppliers, if any.</p>
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Pursuant to Section 285.530, RSMo., contractor will not employ, hire for employment, or continue to employ an unauthorized alien to perform work under the services agreement within the State of Missouri.

The contractor will comply with all the provisions of Executive Order 07-13, issued by the Honorable Matt Blunt, Governor of Missouri, on the sixth (6th) day of March 2007, which disfavors contractors who engage in or support illegal activities of employing individuals who are not eligible to work in the United States.

For the duration of the contract, the contractor will not engage in a boycott of goods or services from the State of Israel, companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel, or persons or entities doing business in the State of Israel as defined by Section 34.600 RSMo. This provision will not apply to contracts with a total potential value of less than One Hundred Thousand Dollars (\$100,000) or to contractors with fewer than ten (10) employees.

All work product produced by the contractor shall become the property of SHPO.

All discussions with the contractor and all information gained by the contractor as a result of the contractor's performance under the contract shall be confidential and no reports, documentation, or material prepared as required by the contract shall be released to the public without the prior written consent of SHPO. The contractor assumes liability for all disclosures of confidential information and breaches by the contractor and/or the contractor's/provider's subcontractors and employees.

It is not the intention to have requested any confidential information in this request. If a contractor provides any "personal information" as defined in §105.1500, RSMo. concerning an entity exempt from federal income tax under Section 501(c) of the Internal Revenue Code of 1986, as amended, the vendor understands and agrees that it is voluntarily choosing to seek a state contract and providing such information for that purpose. The state will treat such personal information in accord with §105.1500, RSMo.

	<p>Contractor's bid and related documents are considered open records once opened pursuant to Section 610.021 RSMo, and contractors should not include confidential information such as social security numbers with their bid.</p> <p>To be deemed responsive to this RFP, a contractor or its employee(s) must possess a master's degree in architectural history, history, historic preservation, or closely related field and have one year of relevant experience. Other approved education or experience may be considered as a substitute for the required education or experience.</p> <p>Preferred qualifications:</p> <ul style="list-style-type: none"><li>• Satisfy the professional standards and qualifications set forth in the Secretary of Interior's Professional Qualification Standards (published in 48 FR 44738- 44739)</li><li>• Possess knowledge of architectural history (architectural styles and architectural types), architecture, design and construction, historic preservation programs funded by the Historic Preservation Fund and their corresponding laws, regulations, and prescriptive literature (i.e., NHPA, Protection of Historic Properties [36 CFR 800], Preservation Briefs, National Register Bulletins, etc.), and building materials and systems</li><li>• Possess knowledge of Microsoft Suite, Adobe, ArcGIS, data management systems</li><li>• Possess an understanding of the SOI Treatment Standards and their application to Section 106 undertakings/consultation</li></ul> <p>Interviews or presentation may be required for the consultant selection.</p> <p>Interviews, or presentations, may be conducted with the short-listed firms.</p> <p>The Consultant Short List will be posted to the web on 11/17/2023.</p> <p>Tentative Date of Consultant Selection-12/1/2023</p>
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	The MoDOT Contact can add any comment necessary to further clarify the solicitation
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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