



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,

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](http://www.modot.org)

## **DISTRICT OFFICES**

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

Contact  
Kristi Bachman  
417-829-8040  
[Kristi.bachman@modot.mo.gov](mailto:Kristi.bachman@modot.mo.gov)  
Email responses are encouraged

## District Southwest

| <b>Greene County, Route D</b>         |   |
|---------------------------------------|---|
| <b>Job No:</b>                        | JSU0148   |
| <b>Location:</b>                      | Sunshine Street – Oak Grove Avenue to Ventura Avenue  |
| <b>Proposed Improvement:</b>          | Realignment of side road to combine the two signalized intersections into one intersection  |
| <b>Length:</b>                        | 530 feet  |
| <b>Approximate Construction Cost:</b> | \$1,250,000   |
| <b>DBE Goal (if applicable)</b>       | 6%  |
| <b>Consultant Services Required:</b>  | Alternative Analysis for up to 4 improvements for the project limits.<br><br>Conceptual Report<br><br>Public Involvement<br><br>RES Submittals<br><br>Section 106<br><br>Utility Coordination<br><br>Programming Estimate Updates<br><br>Geotechnical Investigations<br><br>Preliminary Design<br><br>Right of Way Plans<br><br>PS&E Plans and Documents  |
| <b>Other Comments:</b>                | Interviews or presentation will not be required for the consultant selection.<br><br>Tentative Date of Consultant Selection - November 28, 2023<br><br>Exhibit III (Estimated fees/hours) will be required from the consultant within two (2) weeks of selection notification.<br><br>Consultant revisions to Exhibit III will be required within two (2) weeks of receiving MoDOT review comments. |

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|--|---|
|  | <p>The tentative schedule for this project is:</p> <p>PHASE 1</p> <ul style="list-style-type: none"> <li>• Alternative analysis and Conceptual Report – November 1, 2024</li> </ul> <p>PHASE 2</p> <ul style="list-style-type: none"> <li>• Preliminary Plans – August 1, 2025</li> <li>• Right of Way Plans – February 6, 2026<br/>(Consultant should be aware that the Right of Way Plans is a firm date. Consultant’s Letter of Interest should outline plan/approach to achieve this date.)</li> <li>• Roadway Review Plans, JSPs and Estimate – July 2, 2027</li> <li>• Final Signed/Sealed Roadway Plans, JSPs and PS&amp;E Documents – July 30, 2027</li> </ul> <p>MoDOT will provide LiDAR and other available survey data. MoDOT will provide any additional survey needed.</p> <p>MoDOT will provide Right of Way negotiation and acquisition services.</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 |