

Missouri Department of Transportation  
*Patrick K. McKenna, Director*

1.888.ASK MODOT (275.6636)

## Date

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 submitted via email to [andrew.markiewicz@modot.mo.gov](mailto:andrew.markiewicz@modot.mo.gov) by 3:00 pm, June 16, 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**

St. Louis District  
Tom Blair - District Engineer  
Missouri Department of Transportation  
1590 Woodlake Drive  
Chesterfield, Mo 63017

Contact  
Andrew Markiewicz, PLS  
314-560-0048  
[andrew.markiewicz@modot.mo.gov](mailto:andrew.markiewicz@modot.mo.gov)  
Email responses are required

**SL District**

<b>Jefferson County, Route 30</b>	
<b>Job No:</b>	SL0008
<b>Location:</b>	Between Little Brennan Road and Cedar Hill Road
<b>Proposed Improvement:</b>	N/A
<b>Length:</b>	Various
<b>Approximate Construction Cost:</b>	N/A
<b>DBE Goal (if applicable)</b>	0%
<b>Consultant Services Required:</b>	Surveying
<b>Other Comments:</b>	<p>Interviews or presentations will not be required for the consultant selection.</p> <p>Tentative Date of Consultant Selection- June 28, 2023</p> <p>Scope of work includes boundary surveys of 14 segments of roadway that will be relinquished to Jefferson County. Survey scope will be divided into two packages, 7 segments each, in which two consultants will be selected. See attached drawings for locations of each segment.</p>

**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