



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)

June 21, 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 submitted via email to shirley.norris@modot.mo.gov by 3:00 pm, July 14, 2023 at the appropriate office.

Sincerely,
DocuSigned by:

727541107396484
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

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

**Contact
Shirley Norris, PE
314-453-5032
shirley.norris@modot.mo.gov
Email responses are required**

SL District

Jefferson County, Rte. 21 & Rte. N	
Job No:	SL0044
Locations:	Rte. 21 – from Rte. B to n/o Big River Rte. N – from Rte. 21 to Donnelly St.
Proposed Improvement:	Pavement resurfacing, guardrail and signage upgrades, ADA upgrades
Length:	Approximately 15 miles
Approximate Construction Cost:	\$8 Million
DBE Goal (if applicable)	10%
Consultant Services Required:	Conceptual, preliminary, right of way (if needed) and final design.
Other Comments:	<p>Scope of work includes minimal surveys and utility coordination.</p> <p>Additional services may be needed including construction inspection and materials testing in which a supplemental agreement would be pursued. If needed the consultant would provide professional, technical and other personnel, equipment, material, and all other things necessary for on-site inspection, testing and administration of the project construction. Services to be provided by the consultant could include field inspections of all work and contract activities, on-site materials testing (QA), project documentation, material reporting, measurement and payment, change order and estimate generation, attendance of meetings, close out of customer service call reports, land disturbance reporting, communication with property owners, and others. On site materials testing by the consultant must be performed by personnel certified through MoDOT's Technician Certification Program. The consultant would be required to use MoDOT's AASHTOWare Project program for all project record keeping. The consultant inspectors would be Advanced Workzone certified.</p> <p>Interviews or presentations will not be required for the consultant selection.</p> <p>Tentative Date of Consultant Selection- July 28, 2023</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