

Missouri Department of Transportation  
*Dave Nichols, Director*

573.751.2551  
Fax: 573.751.6555  
1.888.ASK MODOT (275.6636)

September 10, 2014

Dear Research Partner:

The Missouri Highways and Transportation Commission requests proposals from qualified organizations—namely private consultants, universities, and research organizations—to furnish **professional** services as described in the following request for proposal to be coordinated by the Research Unit of the Construction and Materials Division.

Please submit a proposal for project TR201513 entitled, “MoDOT’s Aviation Specification Review.” Your submittal must include a work plan, the proposed project team and its background, and any related projects now active or recently completed by your organization. **The project team must be led by a licensed professional engineer in the state of Missouri and the final report must be sealed, in accordance with the provisions of Chapter 327 RSMo.**

The selection committee will use Qualification Based Selection. A “not to exceed” budget amount is included in the RFP to assist with the required scope, but budgets are not to be included with the proposal submissions, and will not be presented to the selection committee.

Please deliver all proposals to my attention in the Research Unit of the Construction and Materials division indicated in the attachment by **October 3, 2014**. More information about project contracting in general can be found at: [www.modot.mo.gov/services/OR/orRFP.htm](http://www.modot.mo.gov/services/OR/orRFP.htm).

Sincerely,



Bill Stone  
Research Administrator



This document contains information and requirements for only this RFP. A “Standard Requirements” document contains additional needs for all research proposals and contracting. Submitters should review both this document and the Standard Requirements document, available from the Construction and Materials Research Administrator (identified at the end of this document) or:

[www.modot.org/services/OR/orTemplates.htm](http://www.modot.org/services/OR/orTemplates.htm)

---

# TR201513

## MoDOT's Aviation Specification Review

---

### Background:

---

MoDOT administers federal and state funding at airports throughout Missouri. Specifications for these projects must meet Federal Aviation Administration (FAA) requirements. MoDOT uses some established FAA specifications and modifies others to be closer to the MoDOT Highway Specifications. By doing this, it enables contractors that work on both airports and highways in Missouri to utilize similar processes and materials in order to make bidding easier. The MoDOT Aviation Specifications are out-of-date with current highway specifications. The Missouri Department of Transportation intends to update the MoDOT Aviation Specifications to align closer to the MoDOT Highway Specifications while ensuring they meet the FAA regulations.

### Objectives:

---

The goal of this project is to update the MoDOT aviation specifications to make projects as easy as possible for transportation contractors to bid and build. The specific objectives of this project are:

- Provide a list of recommendations for specifications which should be utilized as the current FAA specifications and those which would make sense to update for a Missouri Aviation version.
- For those specifications identified for updating, revise specifications to meet MoDOT and FAA current guidelines. The current Aviation Specifications refer to the 2004

Highway Specifications. While the Highway Specifications have been updated since 2004, the Aviation specifications have not. There are occasional proprietary references in the existing specifications which should be removed. This work also includes coordinating with MoDOT and FAA personnel as possible to identify major upcoming specification revisions which might be incorporated in this work.

- Coordinate with MoDOT through the process of approving the specifications. Respond to comments and questions, make reasonable changes as requested.
- It is anticipated that the research will include outreach efforts with contractors to aid in writing the final specifications. The goal of this outreach is for the contractors to provide insight on specifications which will not be too restrictive while ensuring quality. Contractors will also be helpful in determining where it might make more sense to use a FAA specification as opposed to a MoDOT specification.

Aviation Specifications can be found here under “MoDOT Construction Specifications”:  
<http://www.modot.org/othertransportation/aviation/aviationgrantdoc.htm>

MoDOT Highway Specifications can be found here under “Standards and Specifications”:  
<http://www.modot.org/business/index.htm>

FAA Specifications can be found here:  
[http://www.faa.gov/documentLibrary/media/Advisory\\_Circular/AC\\_150-5370-10G.pdf](http://www.faa.gov/documentLibrary/media/Advisory_Circular/AC_150-5370-10G.pdf)

### **Project Requirements and Deliverables:**

---

The deliverables of this project should include (but not be limited to):

- List of specifications to be revised, including reasons for the choices,
- Revised MoDOT aviation specifications for those specifications identified for revision,
- Documentation and discussion on the modifications and how they compare to current MoDOT highway and FAA specifications, and
- Documentation on outreach efforts to contractors.

Drafts should be submitted to MoDOT at least 4 weeks prior to the final documentation due date. Drafts should be in the final form, no changes should be made between the draft and final deliverables except clarification and corrections based on feedback from MoDOT.

**Quarterly Reports:** Quarterly reports should be submitted throughout the project on the last day of March, June, September and December. The quarterly reports are not intended to

replace any additional correspondence between the research team and MoDOT needed to keep the project moving.

**Final Presentation:** A final presentation shall be scheduled near submission of the draft specifications. This is in addition to the necessary communication between the Principal Investigator(s) and MoDOT contacts throughout the project.

### **Project Schedule:**

---

The following is an estimate of the project timeline or information on key dates within the project, presuming the project starts on or before November 15, 2015. Proposals need to include a work plan with a proposed timeline. The project timeline will be finalized during the contracting phase.

**November, 2014:** A kick off meeting with MoDOT will be scheduled to discuss project requirements and deliverables.

**December 31, 2014:** Quarterly report due.

**March 31, 2015:** Quarterly report due.

**April 2015:** Final Presentation

**April 15, 2015:** Draft specifications and documentation are due. Drafts should be in the final form, no changes should be made between the draft and final deliverables except clarification and corrections based on feedback from MoDOT.

**May 15, 2015:** Final specification and documentation is due.

**June 15, 2015:** Final Invoice is due.

(For report templates and a standard form see:  
[www.modot.org/services/OR/orTemplates.htm](http://www.modot.org/services/OR/orTemplates.htm).)

### **Special Notes:**

---

Project budget is not to exceed \$40,000. A budget is not to be included in the proposal, but will be required for the contract and must be within this limit.

Reporting templates and standard report forms are available from Research Administrator or the web site: [www.modot.org/services/OR/orTemplates.htm](http://www.modot.org/services/OR/orTemplates.htm).

### **RFP Requirements:**

---

- Proposals must be no more than <10> pages with a font size no less than 11 points. This length limit does not include forms or resumes attached to the proposal.
- The “Standard Requirements” document provides further details and links to the required forms. It is available from the Construction and Materials Research Administrator or at: [www.modot.org/services/OR/orTemplates.htm](http://www.modot.org/services/OR/orTemplates.htm)
- Proposals will be evaluated by an agency and stakeholder team with knowledge and backgrounds in relevant areas for this project. Selection of the successful proposer will be based on the proposer’s demonstrated knowledge in the required areas, the merit of the proposed methods and approach in achieving the desired goals, the experience and qualifications of the team, the plan for ensuring implementation of results, and the adequacy and availability of team members to complete the work in a timely manner.

#### **RFP Schedule:**

---

The following timeline must be met for a proposal to be accepted.

<b>Date:</b>	<b>Action:</b>
Sept 10, 2014	MoDOT posts RFP to the website: <a href="http://www.modot.mo.gov/services/OR/orRFP.htm">www.modot.mo.gov/services/OR/orRFP.htm</a>
Sept 17, 2014	Written comments or questions must be submitted to Construction and Materials Contract Administrator.
Sept 24, 2014	MoDOT will post written responses publicly on the website: <a href="http://www.modot.mo.gov/services/OR/orRFP.htm">www.modot.mo.gov/services/OR/orRFP.htm</a>
Oct 3, 2014	Written proposals must be submitted to Construction and Materials Contract Administrator.
October 15, 2014	MoDOT will notify submitters about project selection, or if needed about interviews to finalize selection.

#### **Contracting Requirements:**

---

- The successful team will be required to complete additional documentation and enter into a contract such as a “Standard Research Agreement” or “Task Order.” Applicants should be aware of these additional needs so contracting can proceed in a timely manner.

- Standard contracts, forms, attachment templates and additional information are available from the Construction and Materials Research Administrator or the web site: [www.modot.org/services/OR/orTemplates.htm](http://www.modot.org/services/OR/orTemplates.htm)

#### **Contact Information:**

---

Proposals must be either hand delivered by close of business; or faxed, emailed, or mailed by midnight (Central Standard Time) according to time stamp or postmark; on the due date indicated below. Please reference the project title since more than one RFP may be due at one time. Electronic proposals are encouraged. They may be faxed or emailed to the Research Administrator:

[William.Stone@modot.mo.gov](mailto:William.Stone@modot.mo.gov)

Fax: 573-526-0558

Proposal packages suitable for duplicating may be submitted by mail or hand delivery to:  
Construction and Materials Research Administrator  
Missouri Department of Transportation  
1617 Missouri Blvd  
PO Box 270  
Jefferson City, MO 65109