

Missouri Department of Transportation
Kevin Keith, Director

573.751.2551
Fax: 573.751.6555
1.888.ASK MODOT (275.6636)

March 8, 2012

Re: Request For Information (RFI) –Official Missouri Highway Map Production (hereinafter referred to as “map”).

Dear Potential Vendor:

The Missouri Department of Transportation (MoDOT) produces the Missouri state map every two years. In the past MoDOT has paid for the maps. In an effort to use transportation funds on the roads, we would like to provide citizens these maps at no cost to MoDOT. We need your assistance in developing an RFP to produce maps at no cost. MoDOT may develop the required competitive solicitation documents using the information received from the responses to this RFI as well as other research performed by the department.

Background regarding previous maps:

- MoDOT distributes approximately 2,750,000 highway maps at no charge to the division of tourism, legislative bodies, and to our rest areas/welcome centers throughout the state. They are also mailed to constituents upon request.
- MoDOT is interested in the vendor performing all services associated with the map including production, storage and distribution.
- The current size of the map is 28-7/8” x 39-1/2”. The size of the map and some content is negotiable. A few minimum components required at this time are; it must be printed in six-color, include MoDOT contact information, Governor’s picture with message and the Missouri Highway Commissioner contact information.
- This link will take you to our webpage and you can view current map.
<http://www.intranet/tp/products/statemap/MissouriOfficialHighwayMap.htm>

Desired Information:

- To respond to an RFB/RFP of this nature, what information would you require in the solicitation document?
- What information should respondents or offerors provide to ensure the best firm is selected?
- To result in the most advantageous agreement, what should be the responsibility of MoDOT and what should be the responsibility of the contractor?
- Provide contact information for any other similar RFB/RFP’s you have responded to in the past.

Information provided in response to this RFI is for preliminary review only. No awards will be made based on any response(s) received to this RFI. The Offeror is hereby advised that all information contained in or related thereto shall be open to public inspection and that MoDOT does not guarantee nor assume any responsibility whatsoever in the event that such information is used or copied by individual person(s) or organization. Therefore, the Offeror must submit its proposal based on such



Our mission is to provide a world-class transportation experience that delights our customers and promotes a prosperous Missouri.

www.modot.org

conditions without reservations.

If your organization has an interest in the future bid/proposal for State Highway Map Sponsorship we would encourage you to provide information that will be used to formulate the future bid. Please submit your written response to this document to my attention **NO LATER THAN April 10, 2012** at the following address in accordance with instructions contained in the attached document:

Attention: Leann Kottwitz
Missouri Department of Transportation
830 MoDOT Drive
Jefferson City, MO 65109

If you should have any questions, please contact me at 573-751-3685 or Leann Kottwitz@modot.mo.gov. I sincerely appreciate the interest you may have in participating in this RFI and possible map sponsorship for MoDOT.

Sincerely,

Leann Kottwitz

Leann Kottwitz
Senior Procurement Specialist

Attachment