



Missouri Highways and Transportation Commission Policies

Category: HIGHWAYS
Subcategory: Construction
Sub-Subcategory: Contract Awards

AWARD OF CONSTRUCTION CONTRACTS

Related Statute: Section 227.100, RSMo 2000, as amended – Construction Bids

The Commission shall approve bids and award all roadway and bridge contracts, except as otherwise specifically designated by the Commission in subparagraphs a, b and c below. Commission awarded contracts may be executed by the Director, Chief Engineer, Chief Financial Officer, or Assistant Chief Engineer.

- a. **Delegation of Contingent Authority:** The Director may approve and/or reject bids for all roadway and bridge contracts, after consultation with the Commission Chair, or the Vice-Chair if the Chair is unavailable, effective whenever the Commission lacks sufficient members for a statutory quorum of members, or the Commission has less than six statutory members and the incapacity of a member contributes to the Commission being unable to achieve a statutory quorum, for a regular monthly or specially scheduled meeting due to delays in the appointment and confirmation process for Commission members. This delegation of contingent authority exercised by the Director shall be subject to ratification by the Commission at the next regular monthly meeting a statutory quorum is attained.
- b. **Emergency Work:** The Director, Chief Engineer, Chief Financial Officer, Assistant Chief Engineer, and the respective District Engineer (any one) are authorized to award and execute contracts for emergency roadway, bridge, and/or other transportation facility repairs, structure demolition, and/or services necessary for the benefit of public safety. The Commission shall ratify department approval of emergency work at the next Commission meeting. *(The following text was part of the May 16, 2014 revised policy that was not included when the Commission revised the policy on January 14, 2015 it is being included for reference only as it is very similar to the previous sentence: All contracts for emergency construction work shall be presented to the Commission for ratification.)*
- c. **Maintenance by Contract:** The Director, Chief Engineer, Chief Financial Officer, Assistant Chief Engineer, and the State Maintenance Engineer (any one) are authorized to determine the responsiveness of bids requested and award and execute roadway maintenance contracts in the amount of \$200,000 or less.

Effective Date: January 14, 2015
Supersedes Policy Dated: May 16, 2014
Last Reaffirmed: November 7, 2013
Date of Origin: July 10, 2001; Emergency Work – January 13, 1989; Maintenance by Contract – October 6, 1995

Related Commission Minutes: January 11, 2011-EOD; April 3, 2012-EOD; November 7, 2013 – Comprehensive Policy Review. May 16, 2014 added delegation of contingent authority. January 14, 2015 authorized *award* and execution in an emergency.

(Authority to sign Commission-awarded contracts – EOD - July 10, 2001-first effective);

(Emergency Work – January 13, 1989 – EOD Comprehensive Update-first effective)

(Maintenance by Contract -March 10, 1995 trial period; October 6, 1995-first effective)