

**A REQUEST FOR PROPOSAL
FOR
PERSONAL SERVICES CONTRACT**

Department of Highways
Professional Services Procurement Bulletin 2011-08
Leslie/US 421

This document constitutes a Request for Proposals for Personal Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

I. PROJECT DESCRIPTION

County – Leslie

Route – US 421

Item No. – 11-1078.00

Project Description – Replace bridge and approaches on US 421 over Stinnett Creek 0.028 mile south of KY 406 new Stinnett.

II. PROJECT INFORMATION

Project Manager – Erika Smith, EIT

User Division – Highway Design

Approximate Fee – \$80,000 Phase I Preliminary Engineering, \$200,000 Phase II Final Roadway Design. (Lump Sum Fee)

Project Funding – Federal Funds (BRO)

Project Length – Approximately 0.1 miles

III. PURPOSE AND NEED

This project is necessary because of the structural deficiency of the existing culvert and the maintenance problems due to this culvert. In the project area the Average Daily Traffic is 2,920 and the existing culvert has a sufficiency rating of 31.5. Currently over Stinnett Creek is a 12'x12' concrete double barrel box culvert with considerable damage. Currently maintenance issues, aside from the damage, derive from the scour that has undermined the channel protection. Replacing this structure will not only improve the safety of the project area, it will aid to alleviate maintenance of the structure.

IV. DBE REQUIREMENT

None

V. SCOPE OF WORK

The selected Consultant will be required to provide Phase I Roadway design, including the preparation of engineering studies, identification of appropriate typical sections, identifying any utility impacts, performing drainage design, developing dependable cost estimates, conducting and preparing documents for public meetings, and preparation of documents/exhibits to be

used by KYTC for approval of the appropriate environmental document. The environmental document at this time is expected to be a Categorical Exclusion.

The selected consultant will be required to provide engineering services to perform Phase II roadway design when Phase I is complete. Phase II design will include the preparation of any design studies, drainage design, right-of-way plans, construction plans, traffic control plans, and cost estimates as necessary to provide Final Grade, Drain, and Surfacing Plans for the project.

VI. SPECIAL INSTRUCTIONS

The Department may retain services to be performed by in-house state forces.

The purpose of the Design Contract is to provide Phase I Preliminary Engineering Services and Phase II Engineering Services.

Instructions for Response to Announcement can be found at:

http://transportation.ky.gov/progperform/instructions_for_response_to_kentucky_transportation_cabinet_6-9-09.pdf

VII. AVAILABLE STUDIES

N/A

VIII. METHOD OF DESIGN

The selected consultant shall utilize the current CADD Standards for Highway Plans policy in the development of the highway plans.

IX. PHOTOGRAMMETRIC SERVICES

Photogrammetry is not required. Conventional Survey Methods will be required.

X. ENVIRONMENTAL

The Department is to provide Environmental Services. The Department anticipated a CE at this time.

XI. GEOTECHNICAL SERVICES

The Department will provide all Geotechnical Services required for the project.

XII. STRUCTURE DESIGN

The selected consultant shall do the necessary Engineering Services to submit to the KYTC Advanced Situation Folders for the applicable structures. The Structure Design will be performed by the Department. Prequalification in the area of structure design is not required to be identified in the consultant's Response to Announcement.

XIII. TRAFFIC

Provided by the Department.

XIV. PREQUALIFICATION REQUIREMENTS

To respond to this project, the project team must be prequalified in the following areas by the date of this advertisement.

ROADWAY DESIGN

- [Rural Roadway Design >\\$250,000](#)
- [Surveying](#)

XV. PROCUREMENT SCHEDULE

Dates other than Response Date are tentative and provided for information only.

RESPONSE DATE • March 9, 2011 4:30 p.m. E.S.T. (Frankfort time)

FIRST SELECTION COMMITTEE • March 11, 2011

SECOND SELECTION COMMITTEE • March 30, 2011

PRE-DESIGN CONFERENCE • April 13, 2011

TENTATIVE DEADLINE FOR CONSULTANT FEE PROPOSAL • April 27, 2011

CONTRACT NEGOTIATIONS • May 11, 2011

NOTICE TO PROCEED • June 8, 2011

XVI. PROJECT SCHEDULE

Project schedule may be adjusted during the pre-design conference or contract negotiations.

PRELIMINARY LINE AND GRADE • August, 2011

JOINT INSPECTION • April, 2012

RIGHT-OF-WAY UTILITY PLANS • July, 2012

FINAL PLANS • February, 2012

XVII. EVALUATION FACTORS

1. Relative experience of consultant personnel assigned to project team with highway projects for KYTC and/or federal, local or other state governmental agencies. (10 points)

2. Capacity to comply with project schedule. (10 points)
3. Past record of performance on project of similar type and complexity. (10 points)
4. Project approach and proposed procedures to accomplish the services for the project. (10 points)
5. Consultant's offices where work is to be performed. (2 points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

XVIII. SELECTION COMMITTEE MEMBERS

1. David Fields, PE, User Division
2. Kevin Martin, PE, User Division
3. Deanna Miller, PE, Secretary's Pool
4. Brian Meade, PE, Secretary's Pool
5. Buddy Smith, PE, Governor's Pool

