

A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2013-05 Statewide Electrical Engineering

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 – Statewide

Route – Various

Item No – Various

Project Description – Preliminary and Final Engineering services for traffic signals, electrical devices, roadway lighting (both conventional and high-mast) on an as-needed basis.

II. PROJECT INFORMATION

Project Manager – Ted Swansegar, P.E.

User Division – Traffic Operations

Approximate Fee – \$1,000,000 per contract (Upset Limit) Work will be assigned via letter agreement, not to exceed \$200,000 per letter agreement.

Project Funding – State and Federal Funds

Project Length – Will vary with project

III. PURPOSE AND NEED

Supplement the Electrical Design Service provided by the Division of Traffic Operations on an as needed basis.

IV. SCOPE OF WORK

The selected consultant will be responsible for working with the Kentucky Transportation Cabinet Division of Traffic Operations and District Preconstruction and Traffic Offices to provide traffic design services, as needed, for various projects. The consultant may also be responsible for preparing traffic signal, electrical device, roadway lighting or other related project development activities.

V. DBE REQUIREMENT

None

VI. SPECIAL INSTRUCTIONS

The Selection Committee will select one consultant firm to perform the required services. Consultant may be assigned one task or multiple tasks.

Contract will be for a 2-year period, with a 1-year option for renewal.

Instructions for Response to Announcement can be found at:

<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

VII. METHOD OF DESIGN

The selected consultant shall utilize the most recent CADD Standards for Highway Plans Policy in the development of the highway plans.

VIII. TRAFFIC

The selected consultant shall be familiar with KYTC structural design program SALSA for traffic signal design.

IX. PREQUALIFICATION REQUIREMENTS

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

TRAFFIC ENGINEERING

- Electrical Engineering Traffic Signal Services
- Electrical Engineering Roadway Lighting Services

X. PROCUREMENT SCHEDULE

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

RESPONSE DATE • December 12, 2012 4:30 p.m. E.S.T. (Frankfort time)

FIRST SELECTION COMMITTEE • December 18, 2012

SECOND SELECTION COMMITTEE • January 8, 2013

CONTRACT SCOPING CONFERENCE • January 14, 2013

NOTICE TO PROCEED • February 20, 2013

XI. PROJECT SCHEDULE

Individual project schedules will be by letter agreement on a project by project basis.

XII. EVALUATION FACTORS

Consultants will be evaluated by the selection committee based on the following, weighted factors:

1. Relative Experience of consultant personnel assigned to project team with traffic engineering projects for KTYC 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 projects similar in 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.

XIII. SELECTION COMMITTEE MEMBERS

1. Ted Swansegar, P.E., User Division
2. Staci Timol, P.E., User Division
3. Tim Pyles, P.E., Secretary's Pool
4. Carl Van Zee, P.E., Secretary's Pool
5. David Eaton, Governor's Pool