

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

Department of Highways  
Professional Services Procurement Bulletin 2015-12  
Letcher / US 119 / 12-0311.80

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 - Letcher  
Route - US 119  
Item No. - 12-0311.80  
Project Description - Reconstruction of US 119 from 0.15 mile west of KY 806 to KY 932

**II. PROJECT INFORMATION**

Project Manager - John M. Johnson  
User Division - Highway Design  
Approximate Fee - \$500,000 Preliminary Engineering (Lump Sum)  
Project Funding - Federal (APD) funds  
Project Length - Approximately 1.6 miles

**III. PURPOSE AND NEED**

The existing facility, US 119, is a narrow two-lane road. The segment contains vertical and horizontal deficiencies, few passing zones, limited sight distances, embankment stability problems, and narrow or nonexistent shoulders. The proposed project is to improve safety and level of service, reduce response time for emergency vehicles, and add capacity for future traffic demands.

**IV. DBE REQUIREMENT**

Consultants should include a DBE participation plan with their Response to Announcement. An additional page will be allowed with the Project Approach (page 7) in the Response to Announcement to convey this plan. A maximum of 4 points will be considered in the Evaluation Factors for the DBE Participation Plan.

**V. SCOPE OF WORK**

The selected Consultant will be required to provide Preliminary 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.

The selected Consultant may be asked to provide engineering services to perform Final Roadway Design, which may be added to the contract by contract modification, when Preliminary Design is complete. Final Design will include the preparations of any design studies, drainage design, final 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 any of the advertised services to be performed by in-house state forces.

Instructions for Response to Announcement can be found at:

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

## **VII. AVAILABLE STUDIES**

[US 119 FONSI from Partridge to Oven Fork – January 2001](#)

## **VIII. METHOD OF DESIGN**

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

## **IX. ENVIRONMENTAL**

Any necessary Environmental Services will be provided by the Department. It is anticipated that a re-evaluation of an existing EA/FONSI document will be prepared by the Department.

## **X. PHOTOGRAMMETRIC SERVICES**

The Department will be responsible for obtaining mapping and LIDAR data. The selected Consultant shall supplement this information with conventional surveying as needed.

## **XI. STRUCTURE DESIGN**

When the project advances to Final Design, and if the selected Consultant is retained for Final Design, they shall do the necessary engineering service to submit to the Department an Advanced Situation Folder(s) for the appropriate applicable structure(s). Structure Design Services may be added by Contract Modification. Prequalification in the area of Structure Design is required to be identified in the Consultant's Response to Announcement.

## **XII. GEOTECHNICAL SERVICES**

The selected Consultant may provide all Geotechnical Services required for the project. The Preliminary Design contract will include preliminary geotechnical services to review available geological, mining, or other geotechnical information that could influence the selection of the preferred alternate. Geotechnical services necessary for the completion of Final Design may be added by contract modification at the appropriate time. At any time, if the Department has the capacity to provide these services, the Department may retain the advertised geotechnical services.

**XIII. TRAFFIC**

The Traffic projections and related information will be provided by the Department.

**XIV. UTILITIES**

The Department will be responsible for determining the existing locations of utilities to determine feasibility of redesign or utility relocation and cost estimates.

**XV. PREQUALIFICATION REQUIREMENTS**

To respond to this project the Consultant must be prequalified in the following areas by the response due date of this advertisement:

**ROADWAY DESIGN**

- Rural Roadway Design
- Surveying

**STRUCTURE DESIGN**

- Spans under 500 feet

**GEOTECHNICAL SERVICES**

- Drilling Services
- Engineering Service
- Laboratory Testing Services

**XVI. PROCUREMENT SCHEDULE**

- Bulletin Posted - June 9, 2015
- Response Date - July 1, 2015 by 4:30 PM ET (Frankfort Time)
- First Selection - July 7, 2015
- Final Selection - July 22, 2015
- Pre-Design Conference - July 29, 2015
- Fee Proposal - August 7, 2015
- Contract Negotiations - August 19, 2015
- Notice to Proceed - September 17, 2015

**XVII. PROJECT SCHEDULE**

Preliminary Line and Grade – April 1, 2016  
Preliminary Right-of-Way Plans – June 1, 2016

**XVIII. 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 highway project for KYTC and/or federal, local or other state governmental agencies. (15 Points)

2. Capacity to comply with project schedule. (10 Points)
3. Past record of performance on projects similar in type and complexity. (15 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (20 Points)
5. DBE Participation Plan. (4 Points)
6. 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.

**XIX. SELECTION COMMITTEE MEMBERS**

1. Kevin Martin, P.E., User Division
2. Chris James, P.E., User Division
3. \*, P.E., Secretary's Pool
4. \*, P.E., Secretary's Pool
5. \*, Governor's Pool

XX. AREA MAP

