



PROFESSIONAL SERVICES PROCUREMENT BULLETIN 2010-06 STATEWIDE DRAINAGE DESIGN

COUNTY	Statewide Drainage Design
DISTRICT	Statewide
PROJECT DESCRIPTION	To provide engineering services as needed for Drainage Design for local, state, and interstate highway projects in accordance with established KYTC specifications and practices. Two (2) Consultants will be selected.
PROJECT MANAGER	David Moses, PE, PLS
USER DIVISION	Division of Highway Design
APPROXIMATE FEE	Two (2) Consultants will be selected to provide services. \$1,000,000.00 Upset Limit each Consultant Work will be assigned via Letter Agreement, not to exceed \$100,000.00 per Letter Agreement Note: Selection under this advertisement does not guarantee that work will be assigned.
PROJECT FUNDING	Federal and State Funds
PURPOSE AND NEED	To provide Drainage Design Services on an as needed basis.
DBE REQUIREMENT	Consultant team may 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 2 points will be considered in the evaluation factors for the DBE Participation Plan.
METHOD OF DESIGN	Selected Consultant shall develop highway plans utilizing the most recent CADD Standards for Highway Plans Policy.

GUIDELINES AND SPECIFICATIONS	<ul style="list-style-type: none"> • Highway Design Guidance Manual • Highway Drainage Design Manual • FHWA Hydraulic Engineering Circulars • FHWA Hydraulic Design Series • Roadside Design Guide <p>More information can be found at: http://transportation.ky.gov/design/drainage/drainage.html</p>
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SCOPE OF WORK

Agreements will be prepared to provide Engineering Services as needed for the development of drainage analyses or drainage structure (e.g. underground pipes) analyses and any required documentation.

The Selected Consultant will be responsible for working with the Kentucky Transportation Cabinet Division of Highway Design, Division of Structural Design, District Project Development Offices, FHWA, and local government to develop plans and/or special drainage analyses. Required services may include:

1. Perform large scale watershed and/or drainage network analyses.
2. Develop hydraulic models for large scale watershed and/or drainage networks.
3. Perform hydraulic analysis for storm sewers, culverts, bridges and detention/retention basins.
4. Analyze flooding impacts according to local and/or FEMA criteria.
5. Analyze buried structures for structural integrity.
6. Assist in development of drainage policies.
7. Review project for compliance with drainage policies and procedures.

Situation surveys may be required in order to develop hydraulic, hydrological and/or structural data. Surveying may be required to determine locations and elevations of drainage systems and topography of existing ground surfaces.

Consultant must demonstrate experience with KYTC drainage policies and procedures. This includes the KYTC Project Development Process and documentation procedures such as drainage folders.

SPECIAL INSTRUCTIONS

Instructions for Response to Announcement can be found at:
http://transportation.ky.gov/progperform/instructions_for_response_to_kentucky_transportation_cabinet_10-10-08.pdf

SPECIAL INSTRUCTIONS continued

Contract will be for two (2) years. Contract may be extended for time to complete work assigned under the initial 2-year term. No new assignments will be made after the initial 2-year term.

Contract will not be modified to increase \$1,000,000.00 upset limit. Once the Contract Upset Limit is met, or the 2-year term is reached; this service will be re-advertised.

Projects to be assigned by Letter of Agreement. No Letter Agreements shall exceed \$100,000.00 unless authorized by the State Highway Engineer.

The Selection committee will randomly draw from the pool and list in consecutive order to determine the initial order for which a project will be offered. Projects will be offered to firms on a rotating basis. A firm will not be offered an additional project until the remaining firm on the list has been offered a project. If a firm declines to accept a project, that firm will not be eligible to accept another project until the remaining firm on the list has been offered a project. If a firm declines a project; does not respond to an invitation to perform services for a project within fourteen days; or the Department and Consultant cannot agree on a reasonable scope of work and fee for services, documentation shall be placed in the project files and the next firm on the rotating list shall be offered the project.

PREQUALIFICATION REQUIREMENTS

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

<u>ROADWAY DESIGN</u>	<ul style="list-style-type: none"> • Rural Roadway Design <\$250,000 • Urban Roadway Design <\$250,000 • Surveying
<u>STRUCTURE DESIGN</u>	<ul style="list-style-type: none"> • Culvert Design

PROJECT SCHEDULE & MILESTONES

The selected consultant is expected to meet the scheduled milestone dates.

RESPONSE DATE	Wednesday, January 13, 2009 4:30 p.m. E.S.T. (Frankfort time)
SELECTION COMMITTEE MEETING	February 3, 2010
PRE-DESIGN CONFERENCE	February 17, 2010
TENTATIVE DEADLINE FOR CONSULTANT FEE PROPOSAL	March 3, 2010
CONTRACT NEGOTIATIONS	March 17, 2010
NOTICE TO PROCEED	April 14, 2010

Projects will be assigned via a Letter Agreement. Project Schedule Milestones will be negotiated for each assigned project and reflected in the negotiated Letter Agreement.

EVALUATION FACTORS

1. Relative experience of Consultant personnel assigned to project team with highway projects for KYTC and/or for 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. DBE Participation Plan (2 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.

SELECTION COMMITTEE MEMBERS

1. David Moses, PE, PLS, User Division
2. Richard Thomas, PE, User Division
3. Ryan Griffith, PE, Secretary's Pool
4. Gary Valentine, PE, Secretary's Pool
5. Jim Shipp, PE, Governor's Pool