## **Kentucky Transportation Cabinet (KYTC)**

## **DESIGN-BUILD**

## **Request for Qualifications (RFQ)**

## June 3, 2019

19-9004	State Project:	Various	
	•		
Various	Route:	Various	
			, <u> </u>

## **Table of Contents**

## Section

- 1 Project Identification
- 2 Restrictions on Participation in Design-Build Contracts
- 3 Pre-Proposal Meeting
- 4 Addenda Process
- 5 Design-Build Team (DBT) and Statement of Qualifications (SOQ)

## Index of Attachments

Capabilities and Experiences – Form A Tentative Project Location Map

Bridging Kentucky Design Build No. 1 Tentative Project List

Contract No	19-9004		State Project #'s	Various	
County:	Various		Route:	Various	
Local Route N	ame: V	arious			

#### 1.1 PROJECT SCHEDULE

The submittal process shall involve a 2-step process (Statements of Qualifications, then Technical Proposal and Price Proposal combined). Below is a tentative schedule of dates for the submittal:

Date	Submittal
June 3, 2019	Issue Request for Qualifications. (RFQ)
June 18, 2019	Pre-Proposal Meeting (Mandatory)
July 1, 2019	Statements of Qualifications Due
July 15, 2019	Short-list
July 15, 2019	Issue Draft Instructions to Proposers (ITP)
September 5, 2019	Last Day for Questions
September 6, 2019	Responses to all Questions Issued
September 9, 2019	Final ITP Issued
September 30, 2019	Technical Proposals Due
October 7, 2019	Price Proposals Due
October 14, 2019	Project Award
November 1, 2023	Project Completion Date

#### 1.2 PROJECT-RELATED INFORMATION

KYTC is responsible for over 14,272 bridges located throughout the Commonwealth (9,056 state-owned and 5,216 locally-owned). As part of this responsibility, KYTC inspects and evaluates the condition of the structures and determines the appropriate load rating of the bridges to determine the need for posting the bridges. More than 1,000 critical bridges in need of rehabilitation or replacement have been identified due to deteriorating conditions. These bridges impede the movement of freight, school buses, and emergency vehicle access across the Commonwealth.

Kentucky Transportation Cabinet (KYTC) will be seeking teams of Contractors and Consultants for an upcoming Design-Build project to replace approximately 100 bridges that are part of the Cabinet's Bridging Kentucky program. Bridges that will be included in this Design-Build project are concentrated primarily in Eastern and Southeastern Kentucky.

The scope of work under consideration for this project are generally defined as the replacement of the bridges listed in the Bridging Kentucky Design Build No. 1 Tentative Project List attached to the RFQ. The scope includes design, construction, utility coordination, incidental environmental studies and incidental right of way services.

The NEPA review process is currently progressing for all bridges included in this Design Build contract. A portion of the bridges have completed environmental documents, environmental documents for an additional group of bridges are anticipated by the Contract Award date, with the remainder anticipated in early 2020.

KYTC will be using a Best Value Selection process to award this project to the Design Build Team (DBT). The selection process will be further defined beginning with the Draft Instructions to Proposers (ITP) to be issued to the short-listed firms.

Please note that KYTC will provide information for the project with the issuance of the Instructions to Proposers (ITP). The DBT will ultimately be responsible for all design and construction for the project in accordance with the ITP issued for the work.

#### 2. RESTRICTIONS ON PARTICIPATION IN DESIGN-BUILD CONTRACTS

To facilitate this procurement, various rules have been established and are described in the following paragraphs.

# 2.1 CAMPAIGN FINANCE LAW STATEMENT PURSUANT TO KRS 45A.110 AND KRS 45A.115

Each member of the DBT shall certify that neither he/she nor any member of his/her immediate family having an interest of ten percent (10%) or more in any business entity involved in the performance of this project, has contributed more than the amount specified in KRS 121.056 (2), to the campaign of the gubernatorial candidate elected at the last election preceding the date of this solicitation. Each member of the DBT further swears under the penalty of perjury, as provided by KRS 523.020, that neither he/she nor the company which he/she represents, has knowingly violated any provisions of the campaign finance laws of the Commonwealth, and that the award of a contract to him/her or the company which he/she represents shall not violate any provisions of the campaign finance laws of the Commonwealth.

A Commonwealth of Kentucky sworn statement regarding campaign financing laws shall be completed and signed by an authorized agent of the DBT and submitted with the Statement of Qualifications.

#### 2.2 CONFLICT OF INTEREST

The DBTs certify, by the signatures of duly authorized representatives that they are legally entitled to enter into this solicitation and contract and that they shall not be violating, either directly or indirectly, any conflict of interest statute under KRS Chapters 45A or 11A or ethical provisions under KRS Chapter 11A. Forms shall be signed and submitted by an authorized agent of the DBT with the Statement of Qualifications.

#### 2.3 NO CONTINGENT FEES

No person or selling agency shall be employed or retained or given anything of monetary value to solicit or secure this contract, excepting bona fide employees of the DBT or bona fide established commercial or selling agencies maintained by the DBT for the purpose of securing business. For breach or violation of this provision, the KYTC shall have the right

to reject the proposal, annul the contract without liability, or, at its discretion, deduct from the contract price or otherwise recover the full amount of such commission, percentage, brokerage or contingent fee or other benefit.

#### 2.4 RESTRICTIONS ON COMMUNICATION WITH KYTC STAFF

From the date of advertisement of the RFQ until a contract is awarded, Proposers are not allowed to communicate with any KYTC staff and KYTC technical advisors concerning this project except:

- A. During the Pre-Proposal Conference with KYTC staff present or
- B. Via written questions to those specified in Section 4.
- C. Established protocols in the ITP to be issued.

For violations of this provision, the KYTC may reject the proposal.

KYTC technical advisors for this project are: Stantec Consulting Services Inc., QK4, Inc., AECOM Technical Services Inc., JM Crawford & Associates, Strand Associates, Inc., American Engineers, Inc., Integrated Engineering, PLLC, C2 Strategic Communications, Redwing Ecological Services, Eco-Tech Consultants, Copperhead Environmental Consulting, Cultural Resource Analysts, Inc., Corn Island Archaeology, Lee Engineering, LLC, Linebach-Funkhouser, Inc., Baumgardner & Associates, PSC, Bluegrass Valuation Group, Embry Merritt Shaffar Womack, Fox, Wood, Wood, & Estill, Paul D. Thompson Consulting, & Kristine Fallon Associates, Inc.

#### 2.5 PROPOSAL PREPARATION

The DBT shall follow any pertinent sections of this RFP, in the preparation of the proposal. Failure to provide any of the data required may result in the proposal being excluded from further evaluation.

#### 2.6 PAYMENT AND CONDITIONS OF STIPEND

Subject to the conditions of the ITP, KYTC will provide a payment of \$125,000 to each non-selected, responsive, short listed DBT(s). The term "payment" as used in this section shall mean \$125,000.

By submitting its Technical Proposal for this project, the DBT forms a contract and agreement with KYTC for its technical proposal, and conceptual design. Furthermore, by submitting its Technical Proposal for this project, the DBT acknowledges that it is eligible for payment if the DBT's proposal is not selected. The payment shall be payable by the KYTC to the DBT after KYTC enters into contract with the successful DBT, unless payment is waived by the unsuccessful DBT.

The payment shall be due only if the DBT submits a Technical Proposal that is responsive to the RFP as defined herein. The payment shall be full and final consideration for all documents submitted in the Technical Proposal. Except for that intellectual property developed apart from or prior to DBT commencing work on the Technical Proposal for this project, KYTC shall retain an undivided joint interest in all rights and intellectual property submitted with the Technical Proposal.

If Technical Proposals have been submitted, but the KYTC does not Award the contract, all responsive DBTs shall receive a payment, unless payment is waived by the DBT. If the

KYTC withdraws the contract prior to Technical Proposal submission, no payment shall be made.

An unsuccessful DBT, who otherwise qualifies for the payment, may elect to waive the payment within 10 days of the KYTC's Award decision and retain its rights to its Technical Proposal. By accepting payment of the Stipend, DBTs agree to waive all claims and causes of action against the KYTC related to the project in any way.

## 3. PRE-PROPOSAL MEETING

This pre-proposal meeting is to discuss and clarify all issues that the project may have.

Location: Kentucky Transportation Cabinet Central Office

200 Mero Street TCOB Auditorium Frankfort, KY 40601

Date: June 18, 2019

Time: 2:30 p.m. Eastern Time

The meeting is mandatory for contractors and consultants who intend to be leads on a DBT.

#### 4. ADDENDA PROCESS

Addenda to this solicitation may be necessary prior to the closing date and will be furnished by mail, email, or the web to all prospective DBTs. The KYTC will respond to questions regarding the Statement of Qualifications (SOQ) received by 4:00 pm (EST) June 24,2019. The responses will be posted no later than June 27, 2019.

All questions prior to the award shall be directed to:

Name: Rachel Mills, P.E.,

Director, Division of Construction Procurement

Phone: 502-564-3500

Email: Rachel.Mills@ky.gov

Or see the website at: http://transportation.ky.gov/Construction-Procurement/Pages/default.aspx

#### 5. DESIGN-BUILD TEAM

#### 5.1 PREQUALIFICATION

It is required that the Design Build Team (DBT) consist of a KYTC pre-qualified Contractor who has engaged the services of KYTC pre-qualified Design Consultant(s) to perform all work required in the forthcoming ITP. If the Design Consultant(s) submitted does not meet all the required qualifications, KYTC may reject the DBT's SOQ. All sub-consultants and subcontractors utilized by the DBT on this project shall be pre-qualified to perform work for KYTC or their services shall not be allowed.

Acceptable SOQ will require the project team to be prequalified in the specified areas by the SOQ due date as detailed in sections 5.1.1 and 5.1.2. If there are questions concerning

designer prequalification, contact Mr. Eric Pelfrey, PE 502-564-4555. For questions regarding contractor prequalification, contact Rachel Mills at 502-564-3500. Responses that do not have all areas of prequalification fulfilled will be returned.

## 5.1.1 CONTRACTOR PREQUALIFICATION

Consistent with Section 102.01 of Kentucky's 2019 Standard Specifications for Road and Bridge Construction ("Standard Specifications") all organizations and individuals bidding on Department projects and accepting subcontracts on Department of Highways ("Department") projects shall apply for and receive Department prequalification and possess a Certificate of Eligibility as provided in regulations published by the Department according to KRS 176.140.

As part of the Statement of Qualifications (SOQ) to be provided by the DBT, the DBT shall identify the members of the Team that are to perform the following **major** items of work:

(1) Pavement Type	Qualifications for Bidder
Asphalt Pavement	C1
(2) Bridges	E1, E2, E3 & I27
(3) Grade and Drain	A
(4) Traffic Control	137

In order to be registered as an eligible bidder for the project, all construction team members for the DBT that are to be used for major work items shall be identified as part of the submission of the Statements of Qualifications (SOQ). Organizations and individuals providing other services for the project may be identified in the SOQ, subject to the discretion of the DBT. Any contractor that is to perform work on the project shall be prequalified and possess a Certificate of Eligibility from KYTC prior to beginning any construction activities for this project.

#### 5.1.2 PROFESSIONAL SERVICES PREQUALIFICATION

The DBT shall provide all necessary services to design and construct all permanent and temporary portions of the project, inclusive of relocating all affected utilities. Work shall conform to current KYTC, federal, and AASHTO standards, practices, policies, guidelines and specifications where applicable. Additional documents identified within the scope of work shall be provided under separate cover as part of the contract documents. KYTC standards, practices, policies, guidelines and specifications shall control in case of a conflict. The standard of care for all such services performed or furnished under this Agreement shall be the care and skill ordinarily used by members of the engineering profession practicing under similar conditions at the same time and locality.

As part of the Statement of Qualifications (SOQ) to be provided by the DBT, the DBT shall identify the members of the Team that are to perform the following items of work:

Geotechnical	Engineering Services
Highway Design	Rural Roadway Design
Highway Design	Urban Roadway Design
Highway Design	Surveying
Utility Design	Utility Preconstruction Coordination

Structure Design Spans Under 500 Ft (Including Culvert

Design)

Traffic Operations Traffic Engineering Services

The following pre-qualifications are not required with the submittal of a Statement of Qualifications. Should the services be needed, the awarded DBT must obtain the required qualifications prior to providing those services:

Geotechnical Drilling Services

Geotechnical Laboratory Testing Service

Utility Design Communication
Utility Design Electrical Level 1
Utility Design Gas Level 1

Utility Design Water & Sewer Level 1
Utility Design Water & Sewer Level 2

Utility Design Utility Construction Inspection Services

Environmental Analysis Fisheries

Environmental Analysis Freshwater Macroinvertebrates

Environmental Analysis Water Quality

Environmental Analysis Botany

Environmental Analysis Terrestrial Zoology

Environmental Analysis Wetlands

Environmental Analysis Prehistoric and Historic Archaeology

Environmental Analysis Cultural-Historic Analysis
Environmental Analysis EIS Writing and Coordination

Environmental Analysis UST And Hazmat Preliminary Site

Assessment (Phase I)

Environmental Analysis
Right of Way

UST Closure Assessment
UST Corrective Action
Hazmat Corrective Action
Acquisition Services

The DBT shall be aware that changes to the preliminary design documents may require the DBT to be prequalified in additional areas.

Design firms shall be sufficiently staffed and capable of performing the required work on this contract. These design firms may be subcontractors responsible for the design and engineering of the project.

There may be multiple consultants working on the DBT. However, one consultant shall be designated as the Lead Designer. The DBT shall include qualified engineers and surveyors to be in direct responsible charge of engineering and surveying endeavors and who are professionally registered in the state of Kentucky. Designs prepared for the project shall be signed and stamped by a licensed Kentucky Professional Engineer. To qualify for selection, interested DBTs shall be prequalified through KYTC for the performance of the work. Licensure shall be acquired prior to performing any work when prequalification requires work be performed by a licensed individual. Services requiring prequalification may only be

performed by firms prequalified for those services at the time of performance of the services.

#### 5.2 DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

It is the policy of the Kentucky Transportation Cabinet ("the Cabinet") that Disadvantaged Business Enterprises ("DBE") shall have the opportunity to participate in the development and performance of highway construction projects financed in whole or in part by Federal Funds in order to create a level playing field for all businesses who wish to contract with the Cabinet. To that end, the Cabinet will comply with the regulations found in 49 CFR Part 26, and the definitions and requirements contained therein shall be adopted as if set out verbatim herein.

The Cabinet, consultants, contractors, subcontractors, and sub-recipients shall not discriminate on the basis of race, color, national origin, or sex in the performance of work performed pursuant to Cabinet contracts. The contractor shall carry out applicable requirements of 49 CFR 26 in the award and administration of federally assisted highway construction projects. The DBT will include this provision in all its subcontracts and supply agreements pertaining to contracts with the Cabinet.

Failure by the DBT to carry out these requirements is a material breach of its contract with the Cabinet, which may result in the termination of the contract or such other remedy as the Cabinet deems necessary.

#### 5.2.1 DBE GOAL

The DBE goal established for this contract is 4% of the total value of the contract.

The DBT shall exercise all necessary and reasonable steps to ensure that DBEs participate in at least the percent of the contract as set forth about as goals for this contract.

#### 5.2.2 OBLIGATION OF THE DBT

Each member of the DBT shall designate and make known to the KYTC a liaison officer who is assigned the responsibility of effectively administering and promoting an active program for utilization of DBEs.

Contractors are encouraged to use the services of banks owned and controlled by minorities and women.

## 5.3 STATEMENTS OF QUALIFICATIONS (SOQ)

A DBT shall submit one (1) unbound version of the SOQ, and two (2) USB "thumb" drive containing two (2) electronic files of the SOQ as follows:

- A. One electronic searchable single file PDF which does not restrict printing or copying text, images, and other content.
- B. One electronic password-protected single file PDF which restricts copying of text, images, and other content.

The SOQ shall be received no later than 4:00 p.m. Eastern Time on July 1, 2019. The KYTC shall reject any proposal received after aforementioned time and date and return it unopened to the DBT. In order to be considered, the original SOQ shall be signed in blue ink by an authorized representative of the DBT.

The submittal shall either be mailed or hand-delivered to:

Ms. Rachel Mills, P.E., Director Division of Construction Procurement 200 Mero Street, 3<sup>rd</sup> Floor Frankfort, KY 40622

The outside cover of the package containing the proposal shall be marked:

Statement of Qualifications for Bridging Kentucky Design-Build No. 1 Item No. Various CID No. 19-9004 Design-Build: FY 2019 Design Build #4

#### **5.3.1** *FORMAT*

To ensure a timely and consistent review, the format of the SOQ must adhere to the requirements of this section. The following table lists the maximum number of pages which may be used by the Proposer in the SOQ. Content should be organized by parts as indicated.

Part	Content	Maximum Pages		
A	Introduction	3		
В	Project Understanding and Approach			
С	Design-Build Project Team and Resumes	10		
D	Capabilities and Experiences – Including Form A (Appendix A)	12		
	Total	31		

The SOQ must conform to the following format:

- A. Each page must be 8.5" x 11" with single-space type no smaller than 11-point font. Pages may contain graphics and photographs where applicable.
- B. All pages shall be numbered with a footer depicting, at a minimum, Proposer's name and page number (Proposer Page X of XX). Margins shall be at least 1" all around. Deviations from formatting requirements may result in rejection of the SOQ.
  - 1. Printing should be double-sided. If single-sided printing is used, the backs of pages must be left blank.
  - 2. A single 11" x 17" page may be substituted for two 8.5" x 11" pages.
- C. Binding covers front and back are allowed as well as a transmittal letter; however, information on the outside covers and transmittal letter may not be used for evaluating the SOQ. The insides of the front and back covers must

- be left blank. No writing, photos, graphs, etc., will be allowed on the inside of covers.
- D. Tabs between pages may be used; however, other than identification on the tab, the tab page must be blank. No writing, photos, graphs, etc., will be allowed on the tab pages other than section identification.
- E. This response will be a "standalone" document. No additional information may be attached or made reference to via webpage or other means.

#### **5.3.1.1** Part A – Introduction

The introduction shall contain the following information:

- A. The Introduction page(s) shall be on the Lead Contractor's letterhead and identify the full legal name and address. (Font, font size, and page margin requirements may be disregarded as it pertains to the Lead Contractor's letterhead if the Lead Contractor's standard blank letterhead would violate the formatting limitations.) Proposers who are joint ventures may submit on any letterhead of the joint venture's members, or submit on a new letterhead depicting the joint venture. The Introduction shall be signed by an authorized representative of the Proposer's organization. All signatures in the Introduction submitted with the unbound version of the SOQ shall be original and signed in blue ink. The electronic versions do not require a signature. Joint Ventures will be required to complete form TC 14-320 and comply with all requirements to get proper registrations prior to submittal of the Statement of Qualifications.
- B. Identify the name, title, address, phone and fax numbers, and email address of an individual who will serve as the Point of Contact for the Proposer.
- C. Identify whether the Lead Contractor will be structured as a corporation, Limited Liability Company, general partnership, joint venture, limited partnership or other form of legal organization. Note: The Department recommends that Lead Contractors who are joint ventures register their company or fictitious name with the Kentucky Secretary of State.
- D. Identify the full legal name of the Lead Contractor and the Lead Designer for this Project. The Lead Contractor is defined as the prime/general contractor responsible for overall construction of the Project and will serve as the legal entity who will execute the Contract with the Department.
- E. Provide the name of the principal(s) or officer(s) of the Lead Designer. Provide the firm's registration number of the Lead Designer confirming that the firm is properly registered with the Kentucky State Board of Licensure for Professional Engineers and Land Surveyors at the time of submittal, who will be responsible for the design work included in this contract. The Lead Designer is the firm that employs the DBT Design Project Manager.
- F. A statement that the Proposer's Lead Contractor, any other construction Team members performing major items of work, and the Lead Designer are prequalified with the Department in accordance with the requirements of the Department.

- G. A statement confirming the commitment of the Key Personnel identified in the submittal to the extent necessary to meet the Department's quality and project duration expectations.
- H. A statement warranting that no members of the Proposer have a personal conflict of interest or an organizational conflict of interest. (See Section 5.2)
- I. A statement that the Proposer will comply with the Department's DBE goals for this Contract, and will comply with the Department's Nondiscrimination policy.
- J. A Certification of authorized submitter that information contained within is correct. Include typed name and title, the clause "I certify that the information included within this document is, to the best of my knowledge, correct as of the date indicated", the signature (one copy must have original signature, and the date)
- K. A Certification that the Lead Consulting firm is currently registered with the Commonwealth of Kentucky in accordance with KRS 322.060 to perform the engineering services needed for this project, and the firm's Kentucky Registration Number. This includes sub-consultant firms. Additional pages are allowed in an appendix to the SOQ to provide sub-consultant certification of firm registration and Kentucky Registration Number.
- L. In accordance with Federal Acquisition Regulation 52.209-5, the Vendor shall certify with bid response, that to the best of its knowledge and belief, the Vendor and/or its Principals is (are) not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any State or Federal agency.
- M. In response to a legal opinion concerning the application of Official Order No. 102295, "Conflict of Interest", consultants responding to this advertisement are required to identify any potential conflicts of interest in regards to any financial or other personal interest in a project and/or any financial or other personal interest in any real property that may be acquired for a project. In the case that a potential conflict is identified, the consultant will be asked to recommend a solution in dealing with this conflict.
- N. Indicate Acknowledgement of Receipt of proposal addenda and include form AOR in an appendix to the SOQ.

#### 5.3.1.2 Part B – Project Understanding and Approach

Describe the Proposer's project understanding and anticipated approach to the project; specifically addressing:

- A. Managing bid and procurement risks specific to the Project during procurement,
- B. The unique issues specific to the Project (relative to single-asset, single-location project) and any challenges that the DBT believes the Project may face in addressing them,
- C. Monitoring the quality of the Work to ensure high quality for the duration of the Project,
- D. Ensuring timely initiation and completion of design and physical project construction across the multiple project locations, and

E. Maintenance of traffic, safety challenges, and public involvement required to lessen community impacts during construction.

The Department anticipates there will be tasks with higher levels of risks involved with the project. Identify the 5 highest risk items and describe the Proposer's approach to mitigate and manage the risks to these tasks.

## 5.3.1.3 Part C – Design-Build Project Team

For the DBT to be eligible for selection, the Lead Contractor and Team members performing major items of work must be prequalified as stated previously in the instructions. The Lead Contractor and Lead Design Consultant firm shall only be allowed to participate on the one team for which they are designated as Leads for this project. KYTC reserves the right to disqualify any Team that does not adhere to this requirement.

For the DBT to be eligible for selection, either the prime or a sub-consultant must be prequalified in each service area listed within the advertisement.

- A. List the services (from the KYTC prequalification categories) that the lead design consultant and any sub-consultant(s) will be performing for this project, and the status of prequalification (Prequalified, Submitted and Pending, or Prequalification not required).
- B. For services to be performed by the lead consultant, list the name(s) of the employee(s) intended to perform the work. For subconsultant services, list the firm name and name(s) of any Key Personnel as identified below.
- C. List the services not applicable for prequalification categories but which may be performed, and the name of the prime employee(s) or sub-consultant firm name who intend to perform the work.

The Proposer shall provide sufficient information to enable the Department to understand and evaluate the Proposer's Team. Include the following:

A. The Proposer shall provide an organizational chart showing the "chain of command" of the anticipated roles proposed for the Proposer's organization regarding the Project. The organizational chart shall show Key Personnel, key sub-consultants, all named firms that will be performing work (including those firms identified in association with Section 4.1.2 of the SOQ regarding prequalification), and other anticipated personnel integral to the success of the Project.

Note: Font requirements will not be enforced, but Proposers are to ensure the Organization Chart is legible and clear. One 11" x 17" sheet, folded to 8.5" x 11" size, will be allowed for the Organization Chart. This sheet will count as a single sheet for the purposes of page count. The content of the 11"x17" sheet will be limited to the organizational structure and relationships among the Proposer's team.

- B. Describe the general experience of the firms that are part of the DBT. Focus on specific firm experience that relates to carrying out the proposed project and how the experience will ensure success of the Proposer's general approach to the Project. Describe any notable expertise or other special capabilities of members of the DBT (Persons or Firms) that are critical to your project approach. Firms listed on Form A shall be specifically addressed as to their role on the Proposer's team.
- C. Identify the Key Personnel as described in Sections 4.2.1.3.1 4.2.1.3.6 below. Provide information within the SOQ to demonstrate the abilities of all identified personnel through a description of qualifications, experiences, and performance of similar tasks on previous similar recent relevant projects, background, and education. These qualifications and experience should provide confidence to the Department that the Project will be effectively managed through personal competence and accountability. This information shall be expounded through resumes provided in Part D (Section 4.2.1.4). Resumes for individuals who are not identified in the SOQ as Key Personnel shall not be included. For all Key Personnel, provide the following information:
  - I. The individual's position and authority within the Proposer.
  - 2. Previous projects, similar in nature to the proposed project or other significant efforts for which the individual has performed a similar function.
  - 3. Identify percentage of time that the individual will be dedicated to the Project during the following:
    - a. Design phase
    - b. Construction phase
  - 4. Relevant experience, professional registrations, education and other components of qualifications applicable to this project.
  - 5. Any unique qualifications.
  - 6. A statement indicating that the individual is currently employed by a member of the Proposer at the time of the SOQ submittal.

Duties may be performed by more than one person. If this is the case, provide information for each person and clarify individual duties. (Note: Part C page count will not be increased.)

Any person proposed as Key Personnel position requiring a Professional Engineering license who is not a Kentucky P.E. at SOQ submission may be proposed if 1) the person is licensed in another state and 2) submits a commitment in the SOQ to becoming licensed in Kentucky prior to Award. All persons proposed as key personnel shall remain committed to the project as identified by the DBT. The Department reserves the right to reject any changes in personnel with the exceptions of death or departure from the firm.

#### 5.3.1.3.1 DBT Project Manager

The DBT Project Manager shall be ultimately responsible for the Proposer's performance. Ensures that personnel and other resources are made available. Responsible for contractual matters. This position is required for the duration of all design and construction-related activities on the Project.

#### 5.3.1.3.2 DBT Design Project Manager

The DBT Design Project Manager shall be responsible for actively managing the overall design of the project. Responsible for overall design of the project inclusive of all structures and structural elements (bridge substructures and superstructures, retaining walls) and roadway/highway items (alignment, drainage, pavement, maintenance of traffic, etc.) Must be a KY P.E. at the time of Award. The DBT Design Project Manager shall have a minimum of ten years of experience on major projects.

#### 5.3.1.3.3 DBT Structural Lead (Design)

The DBT Structural Lead shall be responsible for overall design of structures and structural elements. Responsible to ensure that all requirements of the design for all structural elements on the Project, including bridges, box culverts, walls, and foundations are met. This DBT Structural Lead shall have no less than 10 years of experience in design of highway bridges, culverts, walls and foundations for new construction. Must be a KY P.E. at time of award. This position is required for the duration of all structure design-related activities on the Project as well as be available to address any construction related geotechnical issues that may occur.

#### 5.3.1.3.4 DBT Geotechnical Lead (Design and Construction)

The DBT Geotechnical Lead shall be responsible for all geotechnical investigations and reports needed by the DBT for design of the project. This DBT Geotechnical Lead shall have no less than 10 years of experience in design of foundations, slopes and retaining walls for new construction. Must be a KY P.E. at time of award. This position is required for the duration of all design-related activities on the Project as well as be available to address any construction related geotechnical issues that may occur.

#### 5.3.1.3.5 DBT Roadway and Maintenance of Traffic Lead (Design)

The DBT Roadway and Maintenance of Traffic (MOT) Lead shall be responsible for meeting the design requirements of the Contract Documents for all roadway and MOT elements on the Project. The DBT Roadway/MOT Lead shall have 10 years of experience working in a similar capacity on major projects with similar scopes. Must be a KY P.E. at the time of Award. This position is required for the duration of design-related activities

on the Project as well as be available to address any construction related MOT issues that may occur.

## **5.3.1.3.6 DBT** Utility Relocation Manager

The DBT Utility Relocation Manager shall be ultimately responsible for the coordination of design and construction of any utility relocations necessary to complete the project. Also responsible for railroad coordination as required. The DBT Utility Relocation Manager shall have 10 years of relevant experience in utility relocation and possess any licenses or certifications required for the same.

#### **5.3.1.3.7 DBT Construction Manager**

The DBT Construction Project Manager actively manages the overall construction of the project. Must be an employee of the Lead Contractor. Responsible for overall construction inclusive of all structures and structural elements (bridge substructure and superstructure, retaining walls) and roadway items (alignment, drainage, pavement, maintenance of traffic, etc.). The DBT Construction Manager shall have ten years of experience working in a similar capacity on major projects. The DBT Construction Project Manager shall be located in the field office on a full-time basis for the construction duration of the Project unless modification is requested by the DBT and approved by KYTC in its sole discretion.

#### 5.3.1.4 Part D – Capabilities and Experiences

Provide specific information as it relates to previous project experience, available resources, and anticipated design/construction methods. Include submission of Form A.

#### 5.3.1.4.1 Project Management Methodologies

This section should include details describing the following:

- A. How the Proposer will coordinate with design teams, construction teams, stakeholders (Local Agencies, Residents, Railroads, Utility Companies, etc.), and the Bridging Kentucky Team.
- B. How the Proposer will ensure a high level of quality in their design and construction deliverables.
- C. How the proposer will manage project risks and challenges to meet the objectives of this contract.
- D. How the Proposer will coordinate with KYTC to ensure Proposer sharing of information & reporting to ensure high-quality projects
- E. The Proposer's internal procedures for planning and monitoring the Project to ensure timely completion and achievement of critical project milestones while considering project risks, available resources. and production levels.

F. The Proposer's procedures to ensure a cost-effective design and subsequent cost-effective construction (to include minimizing utility relocation) while meeting or exceeding the project requirements.

# 5.3.1.4.2 Past Projects/Technical Experience – Design and Construction

The section shall include past projects and technical experience descriptions (not to exceed 10 pages total) that provide narrative depictions of the ten relevant project experiences (5 Design Projects, 5 Construction Projects) listed on Form A. Technical experience descriptions shall be on distinct pages and not continue across multiple pages, limited to 1 page per experience listed on Form A. The narratives should demonstrate experiences in each of the following areas:

- A. Construction of projects of similar scope and complexity (e.g. similar size, multiple bridge locations concurrently, design-build, etc.), as applicable to the Contractor.
- B. Design of projects of similar scope and complexity, as applicable to the Designer.
- C. Utility coordination and utility design elements included in the project
- D. Timely completion of projects of similar scope and complexity.
- E. Proposed Key Personnel members' roles with the project, if applicable.
- F. Ability to meet or exceed DBE commitments and to properly manage DBEs.

Each technical experience description must include the following information:

- A. A narrative describing the project.
- B. Bid construction costs.
- C. Name of the project, the owner's contract information (project manager name, phone number, e-mail address), and project number. If the owner's project manager is no longer with the owner, provide an alternate contact at the agency that is familiar with the project. The alternate contact must have played a leadership role for the owner during the project.
- D. Dates of design (if applicable) and construction (if applicable).
- E. Detailed description of the work or services provided and percentage of the overall project actually performed.
- F. Description of original scheduled completion deadlines and actual completion dates, as applicable to the Designer and/or Contractor. Describe reasons for completing the project in advance of the contract completion deadline. Describe reasons for completing

- the projects later than the contract completion deadline specified within the original contract. Describe any reasons for assessed liquidated damages and/or penalties, if applicable.
- G. Description of project challenges and subsequent mitigation efforts by the Proposer to overcome those project challenges and how these challenges and mitigation efforts may relate to this project.
- H. Description of OJT and DBE efforts, if applicable.
- I. An Owner's reference shall be included for each project listed. As a minimum, the reference shall include an individual's name and current telephone number.

Provide an account (to be only included in Part D) listing all projects designed and/or constructed by the Lead Designer and/or Lead Contractor that have resulted in the assessment of liquidated damages and/or penalties exceeding \$50,000 in the last five years if applicable to the respective role.

#### 5.4 SOQ REVIEW AND SHORT-LISTING PROCESS

SOQs will be evaluated by a SOQ Technical Evaluation Team that consists of Department representatives from KYTC Districts and KYTC Central Office.

The Department's SOQ Technical Evaluation Team will rank (at their sole discretion) the Proposer's Statements of Qualifications based upon the evaluation criteria below.

The SOQ shall be evaluated and scored based on the following point distribution:

Part	Evaluation Criteria	<b>Maximum Points</b>
В	Project Understanding and Approach	35
С	Design-Build Project Team and Resumes	30
D	Capabilities and Experiences – Including Form A (Appendix A)	35
	Total	100

Failure to meet all requirements may render a SOQ non-responsive. The extent to which a Proposer meets or exceeds evaluation criteria will be comparatively ranked by the Department SOQ Technical Evaluation Team and will be reflective of the Department SOQ Technical Evaluation Team's rankings (in their sole discretion) of the Statements of Qualifications submitted by Proposers. The Department reserves the right to find clerical errors *de Minimis*.

The Technical Evaluation Team may be assisted by any number of Technical subgroups and/or subject matter experts within the Department, FHWA, County, other involved agencies, and/or contracted by the Department.

For each of the ranking topics, the SOQ Technical Evaluation Team will determine the highest ranked Proposer within each ranking topic, with the highest ranked Proposer receiving the maximum number of points. Lower ranked Proposers will receive commensurately lower rankings based on a relative comparison to the highest ranked

Proposer. Evaluations and rankings will consider Department identified strengths, weaknesses, and committed betterments found within the SOO.

The rankings will be based on the information provided by the Proposer within the SOQ, independent investigation of any information, prior experiences with the Proposer by the Department, existing public information, and evaluation information obtained from the owners of previous projects.

The Technical Evaluation Team will present the findings, rankings, and shall make a recommendation to the Executive Level Evaluation Team. This Executive Level Evaluation Team will consist of designees of:

- A. KYTC Deputy Secretary
- B. KYTC State Highway Engineer
- C. KYTC Assistant State Highway Engineer (Project Development)
- D. KYTC Assistant State Highway Engineer (Project Delivery & Preservation)

The Executive Level Evaluation Team will examine the Technical Level Evaluation Team's findings and will render ultimate selection of the Short-listed Proposers with concurrence from the Technical SOQ Evaluation Team. The Executive Level Evaluation Team will short-list up to 3 DBTs.

The Deputy Secretary has final authority to determine the best interests of the Department in selection of the Short-listed Proposers.

This RFQ does not commit or bind KYTC to enter into a contract or proceed with the procurement described herein. Except as expressly set forth in Section 2.6, KYTC assumes no obligations, responsibilities, and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to or responding to this RFQ, or any subsequent ITP. All such costs shall be borne solely by each Proposer

## **Index of Attachments**

- 1. Capabilities and Experiences Form A
- 2. Tentative Project Location Map
- 3. Bridging Kentucky Design Build No. 1 Tentative Project List

## Attachment A -- Form A for SOQ

#### **WORK HISTORY FORM**

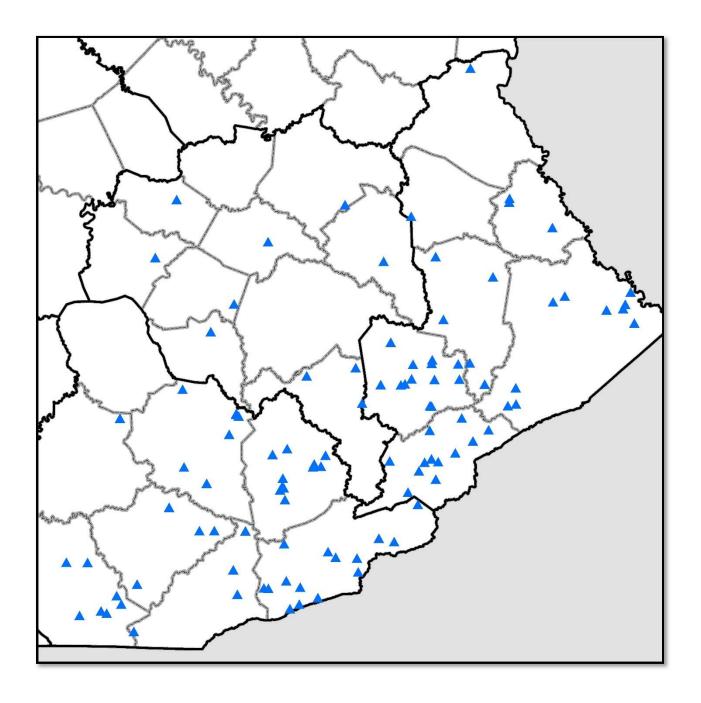
List up to five projects completed by the Proposer's Lead Contractor or Sub-Contractors and up to five projects completed by the Proposer's Lead Designer or Sub-Consultants with a brief description of each project. Include work by firms or joint-venture members which best illustrates current qualifications relevant to this project. Projects listed should be completed or substantially completed. Specify if noted Cost of Project is Design Cost or Construction Cost. List not more than 10 projects. Note: Firms listed are subject to Section 5.3.1.3 of the RFQ.

## FORM A

PROJECT NAME, LOCATION, & DESCRIPTION	NAME OF FIRM & NATURE OF FIRM'S RESPONSIBILITY	FIRM'S PROJECT MANAGER	PROJECT OWNER'S NAME & ADDRESS, OWNER'S PROJECT MANAGER NAME, PHONE NUMBER & EMAIL	ACTUAL OR ESTIMATED COMPLETION DATE	COST OF PROJECT	COST OF WORK FOR WHICH FIRM WAS RESPONSIBLE

PROJECT NAME, LOCATION, & DESCRIPTION	NAME OF FIRM & NATURE OF FIRM'S RESPONSIBILITY	FIRM'S PROJECT MANAGER	PROJECT OWNER'S NAME & ADDRESS, OWNER'S PROJECT MANAGER NAME, PHONE NUMBER & EMAIL	ACTUAL OR ESTIMATED COMPLETION DATE	COST OF PROJECT	COST OF WORK FOR WHICH FIRM WAS RESPONSIBLE

# **Attachment B -- Tentative Project Location Map**



## Bridging Kentucky Design Build No. 1 Tentative Project List (June 3, 2019)

No.	District	County	Item No.	Bridge ID <sup>1</sup>	Facility Carried\Intersect
1	10	Estill	10-10026	<u>033B00032N</u>	Ky-1182 Over Furnace Fork
2	10	Magoffin	10-10002	<u>077B00029N</u>	Ky-1635 Over Oakley Creek
3	10	Morgan	10-10016	<u>088B00022N</u>	Us-460 Over Big Spring Branch
4	10	Owsley	10-10020	<u>095B00039N</u>	Ky-3347 Over Meadow Creek
5	10	Perry	10-10017	<u>097B00007N</u>	Ky-476 Over Ball Fork
6	10	Perry	10-10027	<u>097C00032N</u>	Haddock Frk Rd Over Haddock Fork
7	10	Powell	10-10007	<u>099B00069N</u>	Ky-599 Over Cane Creek
8	10	Wolfe	10-10028	119B00014N	Ky-1812 Over Landsaw Fork
9	11	Bell	11-10001	<u>007B00072N</u>	Ky-2011 Over Red Bird Creek
10	11	Bell	11-10098	007C00036N	Cr-1232 Over Laurel Fork Creek
11	11	Bell	11-10090	<u>007C00115N</u>	Mill Crk Rd Over Mill Creek
12	11	Bell	11-10068	007C00165N	1189 Over Martins Fork Creek
13	11	Clay	11-10005	<u>026C00010N</u>	Cr-1055 Over Wiles Branch
14	11	Clay	11-10113	026C00011N	Wiles Branch Road Over Wiles Branch
15	11	Clay	11-10060	026C00013N	Cr-1057 Over Bullskin Creek
16	11	Clay	11-10087	026C00014N	Erline Road Over Red Bird River
17	11	Clay	11-10007	026C00032N	Otter Creek Road Over Goose Creek
18	11	Clay	11-10081	026C00097N	Cr-1371 Over Little Sexton Creek
19	11	Clay	11-10080	026C00136N	Cr1528 Over Collins Fk Of Goose Crk
20	11	Harlan	11-10114	048B00031N	Ky-72 Over Catron Creek
21	11	Harlan	11-10100	048B00037N	Ky-72 Over Saylor Branch
22	11	Harlan	11-10016	048C00008N	Rasnick Rd Over Poor Fk Cumberland Rvr
23	11	Harlan	11-10115	048C00021N	Britton Creek Rd Over Britton Creek
24	11	Harlan	11-10113	048C00039N	Holbert Dr. Over Martins Fk Cumberland Rv
25	11	Harlan	11-10002		
				048C00042N	Willie Howard Rd Over Martins Fk Cumberland Rv
26	11	Harlan	11-1107	048C00072N	Cr-1328 Over Ages Branch
27	11	Harlan	11-10020	048C00138N	Banner Fork Rd Over Wallins Creek
28	11	Harlan	11-10056	048C00147N	Coy Rd Over Straight Creek
29	11	Harlan	11-10079	048C00149N	A. Lewis Rd Over Jones Creek
30	11	Harlan	11-10097	048C00151N	Wilson Rd Over Martins Fork
31	11	Harlan	11-10089	048C00158N	Breedens Creek Rd Over Breedens Creek
32	11	Harlan	11-10095	<u>048C00160N</u>	Hicks Cemetery Ln Over Cranks Creek
33	11	Harlan	11-10116	<u>048C00167N</u>	Cr-1218 Over Puckett Creek
34	11	Knox	11-10111	<u>061C00004N</u>	Hubbard Branch Rd Over Mid Fk.Stinking Crk.
35	11	Knox	11-10117	<u>061C00039N</u>	East Bennett Branc Over Little Poplar Creek
36	11	Knox	11-10048	<u>061C00076N</u>	Trace Branch Rd Over Stinking Creek
37	11	Knox	11-10023	<u>061C00086N</u>	Burton Branch Rd Over Burton Branch
38	11	Laurel	11-10118	<u>063B00021N</u>	Ky-578 Over Buffalo Creek
39	11	Leslie	11-10096	<u>066C00004N</u>	Cr-1013 Over Polls Creek
40	11	Leslie	11-10119	<u>066C00010N</u>	Cr-1528 Over Raccoon Creek
41	11	Leslie	11-1106	<u>066C00020N</u>	Cr-1207 Over Middle Fk Kentucky Rvr
42	11	Leslie	11-10107	<u>066C00029N</u>	Cr-1331 Over Rockhouse Creek
43	11	Leslie	11-10109	<u>066C00033N</u>	Cr 1337 Over Rockhouse Creek
44	11	Leslie	11-10092	<u>066C00034N</u>	Cr-1209 Over Middle Fk Kentucky Rvr
45	11	Leslie	11-1100	<u>066C00039N</u>	Coon Creek Rd Over Raccoon Creek
46	11	Leslie	11-10054	<u>066C00040N</u>	Cr-1557 Over Cutshin Creek
47	11	Leslie	11-10075	<u>066C00060N</u>	Cr-1253 Over Beech Fork
48	11	Leslie	11-10099	<u>066C00091N</u>	Mountian Farm Rd Over Middle Fork River
49	11	Leslie	11-10052	<u>066C00092N</u>	Tower Mountian Rd Over Beech Fork
50	11	Whitley	11-10032	<u>118B00070N</u>	Ky-904 Over Tyes Fk Of Bennetts Br
51	11	Whitley	11-10120	<u>118C00005N</u>	Imperial Hollow Ro Over Colonel Creek
52	11	Whitley	11-10121	118C00013N	Mossy Gap Road Over Poplar Creek

## Bridging Kentucky Design Build No. 1 Tentative Project List (June 3, 2019)

No.	District	County	Item No.	Bridge ID <sup>1</sup>	Facility Carried\Intersect
53	11	Whitley	11-10122	118C00030N	Powers Hollow Road Over Patterson Creek
54	11	Whitley	11-10122	118C00048N	Walden-Buffalo Ch Over Blake Fork
55	11	Whitley	11-10084	118C00052N	Lick Fork Over Poplar Creek
56	11	Harlan	11-10050	048C00093N	Kelly-Closeplint Over Clover Fk Cumberland Rvr
57	12	Floyd	12-1121	036B00015N	Ky-550 Over Brush Creek
58	12	Floyd	12-1121	036B00032N	Ky-466 Over Left Fork Beaver Creek
59	12	Floyd	12-10041	036B00088N	Ky-194 Over Cow Creek
60	12	Floyd	12-10041	036B00089N	Ky-194 Over Abbott Creek
61	12	Floyd	12-10029	036C00017N	Bryant Branch Left Over Left Fk Beaver Creek
62	12	Johnson	12-10000	058B00027N	•
63	12	Knott	12-10042		Ky-825 Over Little Paint Creek
64	12			060B00035N	Ky-1098 Over Laurel Fk Of Quicksand C
		Knott	12-10043	060C00003N	Dry Creek Rd Over Dry Creek
65	12	Knott	12-10044	060C00007N	Sly Br Over Rt. Fk. Beaver Creek
66	12	Knott	12-10045	060C00013N	Dismal Branch Rd Over Jones Fork
67	12	Knott	12-10046	<u>060C00019N</u>	Wiley Fork Rd Over Combs Branch
68	12	Knott	12-10047	<u>060C00030N</u>	Willard Branch Rd Over Carr Fork
69	12	Knott	12-10032	<u>060C00050N</u>	Honeycutt Rd Over Carr Fork Creek
70	12	Knott	12-10048	<u>060C00053N</u>	Upper Mill Creek R Over Left Fk Troublesome Crk
71	12	Knott	12-10049	<u>060C00058N</u>	Sarah Everage Br Over Troublesome Cr
72	12	Knott	12-1124	<u>060C00060N</u>	Frogtown Over Troublesome Creek
73	12	Knott	12-10030	<u>060C00064N</u>	Elk Fork Rd Over Lotts Creek
74	12	Knott	12-10050	<u>060C00065N</u>	Huff Town Rd Over Jones Fork
75	12	Knott	12-10015	<u>060C00071N</u>	Frankie Jane Dr Over Caney Creek
76	12	Knott	12-10051	<u>060C00079N</u>	Eagles Nest Rd Over Troublesome Creek
77	12	Lawrence	12-10052	<u>064C00037N</u>	Little East Fork R Over East Fork Of Little Sand
78	12	Letcher	12-10053	<u>067B00033N</u>	Ky-160 Over Muddy Branch
79	12	Letcher	12-10005	<u>067B00069N</u>	Ky-2034 Over Crafts Colly Creek
80	12	Letcher	12-10054	<u>067C00003N</u>	J Adams Acres Over Boone Fork
81	12	Letcher	12-10055	<u>067C00010N</u>	Band Mill Over Wright Fork
82	12	Letcher	12-10036	<u>067C00022N</u>	Henry Ison Holw Over Cowan Creek
83	12	Letcher	12-10038	<u>067C00034N</u>	Sackett Loop Over Rockhouse Creek
84	12	Letcher	12-10007	<u>067C00050N</u>	Campbell Town Rd Over Turkey Creek
85	12	Letcher	12-10021	<u>067C00051N</u>	Paradise Ln Over Kingdom Come Creek
86	12	Letcher	12-10056	<u>067C00064N</u>	Cornetts Br Over Line Fork
87	12	Letcher	12-10022	<u>067C00065N</u>	Orchard Rd Over North Fork Ky River
88	12	Letcher	12-10057	<u>067C00076N</u>	Dicks Br Over Dick'S Branch
89	12	Letcher	12-10031	<u>067C00081N</u>	Cr1714Q4 Gallup Dr Over North Fork Ky River
90	12	Martin	12-10035	080C00015N	Rockhouse Mills Rd Over Rockhouse Fork
91	12	Martin	12-10034	080C00028N	Hunters Ln Over Rockhouse Fork
92	12	Martin	12-10023	080C00053N	Willis Dials Rd Over Pigeonroost Fork
93	12	Pike	12-10058	098B00017N	Old Us-119 Over Bent Branch
94	12	Pike	12-10009	098B00036N	Ky-199 Over Pond Creek
95	12	Pike	12-10010	098B00180N	Ky-3419 Over Left Fk Blackberry Cr
96	12	Pike	12-1123	098C00028N	Big Blue Springs R Over Blackberry Creek
97	12	Pike	12-10059	098C00035N	Elm Br Over Rt Fork Of Peter Cr.
98	12	Pike	12-10024	098C00080N	Elwood Rd Over Shelby Creek
99	12	Pike	12-10033	098C00106N	Dorton St Over Shelby Creek
100	12	Pike	12-10013	098C00119N	Beefhide Crk Over Beefhide Creek
101	12	Pike	12-10040	098C00154N	Ail Br Over Blackberry Creek
102	12	Pike	12-10027	098C00170N	Deskins Rd Over Johns Creek
102	1	1 INC	12 10027	<u>03000017014</u>	DESKITS NO OVEL JUILIS CIECK