

# PADUCAH MCCRACKEN COUNTY RIVERPORT AUTHORITY

## REQUEST FOR QUALIFICATIONS

**Invitation:** The Paducah McCracken County Riverport Authority (“Riverport Authority”) invites Statements of Qualification for engineering, design, and consulting services necessary for the implementation and/or administration of state funds awarded to support the Riverport Authority’s Riverport West Project. Services may include engineering, design, and inspection, along with other services as necessary.

**Project Description:** The Riverport Authority is the owner of a 38-acre site in McCracken County, Kentucky at MM#944 on the Ohio River known as Riverport West. The Riverport Authority has been awarded funding pursuant to the Acts of the 2024 Regular Session, as enacted by the General Assembly of the Commonwealth of Kentucky to support pre-construction activities required to prepare the site for construction of a new three berth public riverport.

### **Scope of Services to be Provided:**

- Geotechnical investigation
- Environmental assessment pursuant to state and federal requirements
- Engineering road, rail, and port design to 90% completion
- Market Study and Economic Impact Assessment
- Permit and license application
- Community engagement activities

**Content of Statements of Qualification:** Statements of Qualification should include the following:

- Information regarding the firm and its history, including, but not limited to, office locations, length of time in business, and grant administration projects for previous three (3) years;
- Relevant consulting and engineering experience previously provided to the Paducah McCracken County Riverport Authority;
- Relevant consulting and engineering experience previously provided within a 90-mile radius of Paducah, Kentucky;
- Relevant consulting and engineering experience provided to inland riverports;
- Relevant experience in grant administration;
- Proof of any licensing or certification, which may be required by law, to perform the requested services;
- List of key personnel to be involved, including education, training, and experience;
- Identification of any outside partners/consultants who may be associated with the project, including their education, training, and experience

**Receiving of Proposals:** Statements of Qualification will be received by the Riverport Authority until \_\_\_\_\_, 2024, at 3:00 p.m., CST. Statements of Qualification will be received by the Port Director during normal operating hours at the Riverport Authority’s

office located at **2000 Wayne Sullivan Drive, Paducah, Kentucky 42003**. All documents shall be submitted in a sealed envelope or carton, plainly marked with the submitting firm's name, address, date, and Project Title: "Engineering and Consulting Services – Riverport West" on the outside. The Riverport Authority shall not be responsible for carrier failure. Late Statements of Qualification may be rejected.

**Evaluation:** Statements of Qualification will be evaluated and ranked in order of their qualifications. The highest-ranking firm(s) will be interviewed by the Riverport Authority and be given an opportunity to seek clarification on the project and discuss their methods and approach for furnishing the required services. Thereafter, the Riverport Authority may enter into competitive negotiations with the most responsive firm.

**Additional Information and Inspection:** Requests for additional information should be directed to Tim Cahill, Port Director at 270-442-9326 during normal operating hours.

**Notice to Responding Firms:** The Riverport Authority expressly reserves the right to reject any or all Statements of Qualification, and in particular, to reject any submittal that is in any way incomplete or irregular. The Riverport Authority may disregard typographical errors, obvious mathematical errors, or minor informalities in the proposal, and has the right to request new proposals or to postpone the proposal opening. **This is not a request for retainer services.**

**Public Records Disclosure:** All proposals submitted to the Riverport Authority are subject to public disclosure pursuant to the Kentucky Open Records Act, as codified in KRS 61.870, *et seq.*

**Notice:** The Riverport Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.