

**PADUCAH MCCRACKEN COUNTY RIVERPORT AUTHORITY**  
**REQUEST FOR QUALIFICATIONS & PROPOSAL**

**Invitation:**

The Paducah McCracken County Riverport Authority (“Riverport Authority”) invites Statements of Qualification and Request for Proposals for environmental permitting consultant services necessary for a Kentucky Public Riverport Construction and Maintenance (KPRCM) Project with funding administered by the Kentucky Transportation Cabinet (KYTC). All respondents must be KYTC Pre-Qualified under the Environmental Archaeology and Other Services category. Prequalification can be obtained by contacting the KYTC Division of Professional Services at 502-564-4555.

The Riverport’s Barge Cell Revitalization Project requires the development and submittal of the appropriate permits and approvals required for dredging located on the Tennessee River in Paducah, KY. Services may include identifying permits or approvals by various federal and state agencies included but not limited to the United States Army Corps of Engineers, Kentucky Department of Fish and Wildlife, Kentucky Energy and Environmental Cabinet - Division of Water, United States Coast Guard, and United States Fish and Wildlife.

**Project Description:**

The Riverport Authority has been awarded KPRCM funding from the State of Kentucky to accomplish a comprehensive survey and perform necessary repairs to nine marine cells located in the General Cargo Berth and Bulk Commodity Berth facilities on the Tennessee River at PMCR.

This stage of the project includes the identification of all required permits and approvals with required federal and state agencies to allow for dredging activities in and around the perimeter of nine marine cells, specifically the five marine cells located within the General Cargo area. The development and written submittal for all required applications or documents to secure necessary permits, surveys, and approval letters. This includes letters necessary for written communications with said agencies at the commencement and completion of the dredging activities.

Furthermore, the project includes the identification and execution of any and all required mussel surveys or other necessary surveys required by federal or state agencies to qualify for the permits or approval.

**Scope of Services:**

The qualified firm will also be responsible for identification, development, submittal and administration oversight, and for all required federal and state agency permits and letters of approval. Services, including but not limited to the following:

- Professional services to assess and identify all required permits and/or agency approvals for dredging activities. This includes the proper disposal of dredge materials.
- Create all necessary permit applications or submittal letters to obtain the necessary permits and letters of approval.
- Develop the scope of work for bid packages for required marine surveys.
- Assist in the oversight of all physical work performed as part of any surveys and all dredging activities.
- Create all necessary commencement and completion letters required by the agencies.

**Content of Statements of Qualification:**

Statements of Qualification should include the following:

- Certification of KYTC Pre-Qualified status.
- Information on the firm and its history, including, but not limited to, office locations, length of time in business, and Kentucky Ports and Terminals permitting projects for the previous three (3) years;
- Relevant consulting and permitting experience previously provided to the Paducah McCracken County Riverport Authority;
- Relevant consulting and permitting experience previously provided within a 90-mile radius of Paducah, Kentucky;
- Relevant consulting and permitting experience provided to inland river ports;
- 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 Proposals:**

Statements of Qualification will be received by the Riverport Authority until May 9,2025 at 4:00 pm 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: “Barge Cell Revitalization Permit Consulting Services” on the outside. The Riverport Authority shall not be responsible for carrier failure. Late Statements of Qualification may be rejected.

All submissions will be publicly opened and read aloud at 3:00 p.m., CST on May 14, 2025, at the Riverport Authority’s office located at 2000 Wayne Sullivan Drive, Paducah, Kentucky 42003.

**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. Evaluation and negotiations will be in compliance with KRS 45A.

**Additional Information and Inspection:**

Requests for additional information should be directed to Jim Garrett, 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.