

Professional Services Procurement Bulletin 2007-05 REGIONAL

COUNTY	<i>Regional</i>
ROUTE	<i>N/A</i>
DISTRICT	<i>Various</i>
ITEM NO	<i>N/A</i>
PROJECT DESCRIPTION	<i>Highway and Bridge Construction Inspection. Provide technical field assistance with monitoring and inspection of contracted highway work to ensure compliance with all contract provisions.</i>
PROJECT MANAGER	<i>Greta Smith, P.E.</i>
USER DIVISION	<i>Construction</i>
APPROXIMATE FEE	<i>Varies based upon Regional and projected workload.</i>
PROJECT FUNDING	<i>State and Federal Funds</i>
PURPOSE AND NEED	<i>To ensure Contractor compliance with all highway contract provisions.</i>
PROJECT LENGTH	<i>N/A</i>
METHOD OF DESIGN	<i>N/A</i>
DBE REQUIREMENT	<i>None</i>

SCOPE

The consultant firm shall provide the number of inspectors requested by the Cabinet for on site inspection of the construction project. The inspectors shall use inspection instruments (provided by the Cabinet), and visual inspection to inspect the contractors work and ensure compliance with all contract provisions, including enforcement of the Kentucky Standard Specifications, Special Notes and Provisions, and the project proposal, and plans. The inspectors shall keep complete and accurate daily records of all work performed, preparation of final paperwork, and the material used in accordance with the Division of Construction Guidance Manual or current policy.

The firm will provide inspectors who have successfully completed the certifications as specified below in the special instructions, and maintain their qualification for the duration of the contract. The inspectors shall demonstrate experience and knowledge of on site roadway construction inspection and record keeping. The inspectors shall, be capable of handling the physical requirements needed to access and perform arms length inspection of the entire project.

SPECIAL INSTRUCTIONS

The required personnel must be able to report for work at the project site after the consultant is given a two week notice for their services, and said personnel will receive a two week notice prior to their services no longer being required. Inspectors must supply their own vehicle with yellow safety light, personal protection equipment, Standard Specifications Manual, Standard Drawings Manual, and a Dell AXIM X30 PDA. The inspectors should expect to be utilized at locations throughout the specified region.

The inspector must be qualified by having at least 5 years of roadway and/or bridge construction experience. The inspector must have experience and understanding of construction practices, record keeping and workmanship in regard to inspections. The inspector must be capable of handling the physical requirements needed to access and perform all inspection activities on any construction project. Qualifications listed below shall be held and maintained throughout the duration of the contract:

- ACI Level I Certification*
- Aggregate Sampling Technician*
- Grade Level 1 Technician*
- Asphalt Field Technician*
- Training in the use of Site Manager*

**SPECIAL
INSTRUCTIONS**

The inspector MUST have all Qualifications before reporting to duty. The hourly rate will apply to time used to achieve required training.

Responses should include a list of all inspectors with these qualifications.

Inspectors that fail to show experience and understanding of construction practices, record keeping and workmanship in regard to inspections may be dismissed from the project without two weeks notice.

This contract will be in effect for one year, with the option to renew said contract for a second year.

This contract will be negotiated as a cost per unit of work contract, where the work will be Services of One Inspector and the unit will be hour. The cost per hour will include the audited average pay rate for the personnel classifications providing the inspections, overhead, travel expenses, profit and all other direct and indirect costs incurred by the consultant to accomplish the work..

The inspection fee must be one (1) hourly rate for each level of inspector including up to (3) levels of inspector. The rate should be all inclusive of overhead, travel, per diem expenses, management fee, profit, and any direct expenses. The rate will apply from when the inspector reports to his assigned Resident Engineer. Daily or weekly commuting time will not be paid. Personnel will be required to report to the resident engineer, or other designated Cabinet employee, and sign daily time rosters to verify hours of work.

*These Hourly rates should be submitted in a sealed envelope with the response to announcement. Along with these rates, please include a page showing a breakdown of the rates used for each of the components of the cost per hour. **Note: Please include a sealed envelope with each response.***

Due to the potential volume and scope of work involved, five number one consultant firms may be selected. Five regional divisions will be shown for the state, and the consultant should note in the proposal which regions that they can adequately cover with the specified personnel. The five regions are denoted as follows:

SPECIAL INSTRUCTIONS	<p><i>Region 1: Districts 1, 2 and 3</i></p> <p><i>Region 2: Districts 4 and 5</i></p> <p><i>Region 3: Districts 6 and 9</i></p> <p><i>Region 4: Districts 7 and 8</i></p> <p><i>Region 5: Districts 10, 11 and 12</i></p> <p><i>Please note that the response date of November 29th for Projects in the November Procurement Bulletin is one week shorter than our normal response time.</i></p>
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AVAILABLE STUDIES	N/A
PHOTO-GRAMMETRIC SERVICES	N/A
STRUCTURE DESIGN	N/A
GEOTECHNICAL SERVICES	N/A
TRAFFIC	N/A
ENVIRON-MENTAL	N/A
UTILITY DESIGN	N/A
MAP	N/A

PREQUALIFICATION REQUIREMENTS

CONSTRUCTION ENGINEERING SERVICES

- *Construction Engineering*

Construction Project Supervision (Contrary to the prequalification criteria for CPS, the firm's Registered Professional Engineer is not required to be on-site as a Project Manager, however the firm must still provide a minimum of one Registered Professional Engineer with registration in KY who can demonstrate highway construction knowledge and experience.

PROJECT SCHEDULE & MILESTONES

<i>RESPONSE DATE</i>	<i>November 29, 2006 4:30 p.m. (Frankfort Time)</i>
<i>SELECTION COMMITTEE DATE MEETING</i>	<i>December 11, 2006</i>
<i>NOTICE TO PROCEED</i>	<i>May 1, 2007</i>

The selected consultant is expected to meet the scheduled milestone dates

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. *Demonstration of inspectors which hold certification listed in "special instructions". (10 points)*
 3. *Capacity to comply with project schedule. (10 points)*
 4. *Past record of performance on projects of similar type and complexity. (10 points)*
 5. *Project approach and proposed procedures to accomplish the services for the project. (10 points)*
 6. *Inspection Fees (10 points)*
 7. *Consultant's Kentucky office where work is to be performed. (2 points)*
- 75% - 100% of work accomplished in Kentucky offices - 2 points*
- 26% - 74% of work accomplished in Kentucky offices - 1 point*
- 0% - 25% of work accomplished in Kentucky offices - 0 points*

SELECTION COMMITTEE MEMBERS

1. *Greta Smith, P.E., User Division*
2. *Nasby Stroop, P.E., User Division*
3. *Shari Greenwell, Secretary's Pool*
4. *David Waldner, Secretary's Pool*
5. *Harvey Pelley, Governor's Pool*