

# A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways  
Professional Services Procurement Bulletin 2023-10  
Harlan | 11-80259 | US-421

This document constitutes a Request for Proposals for a Professional Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

## **I. PROJECT DESCRIPTION**

County - Harlan  
Route - US-421  
Item No. - 11-80259.00  
Project Description - Spot improvements to improve geometrics at particular locations of US-421 crossing over Pine Mountain between US-119 (MP 17.2) and KY-221 (MP 23.0) in Harlan County to address safety concerns

## **II. PROJECT INFORMATION**

Project Manager - ~~Sherri Chappell, P.E.~~ **Joel Holcomb, P.E.**  
User Division - Highway Design  
Approximate Fee - \$300,000 Preliminary Engineering (Lump Sum)  
Project Funding - Federal Funding (STP Funds)  
Project Length - Approximately 5.8 miles

## **III. PURPOSE AND NEED**

The purpose of this project is to improve safety by addressing geometric deficiencies and sight distance along this corridor.

## **IV. DBE GOAL**

The Consultant team shall include a DBE Participation Plan with their Response to Announcement to help the Department meet the 11.95% DBE goal established by FHWA. The plan should demonstrate how DBE companies will be mentored or used to assist in the area(s) pertaining to this contract. An additional page will be allowed in the Project Approach (Section 7) to exhibit this plan. A maximum of four (4) points will be considered in the Evaluation Factors for the DBE Participation Plan.

## **V. SCOPE OF WORK**

The selected Consultant will be required to provide preliminary engineering services, including but not limited to the following:

- Review, analysis, and diagnosis of crash and roadway data
- Safety performance analysis and comparison of improvement options
- Preparation of preliminary line and grade (PL&G) plans
- Completing PL&G inspection
- Developing cost estimates
- Completing an approved design executive summary (DES)

This project may be advanced to Final Design upon the completion of Preliminary Engineering with a Contract Modification. The selected Consultant will then be required to provide engineering services to perform Final Roadway, including the preparation of any design studies, drainage design, right-of-way plans, construction plans, traffic control plans, and cost estimates as well as any other services that KYTC chooses not to perform with in-house forces.

## **VI. SPECIAL INSTRUCTIONS**

The Department may retain any of the advertised services to be performed by in-house state forces.

Instructions for Response to Announcement can be found at:

<https://transportation.ky.gov/ProfessionalServices/Pages/Respond-to-an-Announcement.aspx>

## **VII. AVAILABLE STUDIES**

[DNA Study – Harlan | 11-80259 | US-421](#)

## **VIII. METHOD OF DESIGN**

The selected Consultant shall utilize the most recent CADD Standards for Highway Plans Policy in the development of the highway plans. Refer to the 2019 CADD Standards for ORD V4 Project Development Memo for information pertaining to the latest CADD Standards and plan submittal.

## **IX. ENVIRONMENTAL SERVICES**

The Department is expected to provide any necessary Environmental Services required for the project. The anticipated environmental document will be a Categorical Exclusion Level 1.

## **X. PHOTOGRAMMETRIC SERVICES**

The Consultant will provide mapping and will furnish manuscripts in ORD format. Statewide Elevation data and Aerial photography can be found at the following link [KyFromAbove - Kentucky's Aerial Photography & Elevation Data Program](#). The selected Consultant shall supplement this information with conventional surveying as determined during project scoping.

## **XI. STRUCTURE DESIGN**

Structure Design is not anticipated for Preliminary Design. When the project advances to Final Design and if the selected Consultant is retained for Final Design services, the selected Consultant shall do the necessary engineering services to submit to the KYTC an Advanced Situation Folder(s) for the appropriate structure(s). The selected Consultant may be responsible for any necessary Structure Design services. Structure Design of the proposed structure(s) may be added as a Contract Modification. Prequalification in the area of Structure Design is not required to be identified in the Consultant's Response to Announcement.

## **XII. GEOTECHNICAL SERVICES**

The selected Consultant may provide all Geotechnical Services required for the project. The Preliminary Design contract may include preliminary geotechnical services to review available geological, mining, or other geotechnical information that could influence the selection of the preferred alternate. Geotechnical services necessary for the completion of Final Design may be added by contract modification at the appropriate time. At any time, if the Department has the capacity to provide these services, the Department may retain the advertised geotechnical services. Prequalification in the area of Geotechnical Services is not required to be identified in the Consultant's Response to Announcement.

## **XIII. TRAFFIC ENGINEERING**

The Department will provide all traffic projections and related information.

## **XIV. UTILITIES**

The selected Consultant shall provide a project location map to the Department. The Department will send project location maps to all potential utility contacts to determine whether they may have existing utilities within these project limits. The Department will develop the utility contact list. Facility atlas maps received for this project will be provided to the selected Consultant. All utilities including aerial carriers shall be field-verified by the Consultant. Sizes and types of underground and aerial utilities shall be identified on the plans for each alignment alternative in the PL&G submittal.

The Department will authorize B.U.D. (Before You Dig) to field-locate utilities during final design. The consultant shall perform field surveys to collect the B.U.D. data. Horizontal location of existing utilities shown on final plans shall be adjusted as necessary to reflect actual B.U.D. locates.

The selected Consultant shall acquire adequate information regarding existing utility features to determine or assist the Cabinet in determining the extent to which potentially impacted utilities may impact the project budget or schedule. The selected Consultant should be aware of and bring attention to any potential utility impacts that may result in significant cost or time to relocate.

## **XV. PREQUALIFICATION REQUIREMENTS**

To respond to this project the Consultant must be prequalified in the following areas by the response due date of this advertisement:

## ROADWAY DESIGN

- Rural Roadway Design
- Surveying
- Advanced Drainage Analysis & Design

## Geotechnical Services\* (see note below)

- *Geotechnical Engineering\**
- *Geotechnical Drilling\**
- *Geotechnical Laboratory Testing\**

## Structure Design\* (see note below)

- *Spans Under 500 Feet\**

*\* Note – These prequalifications are not required with the initial proposal as it is uncertain to the extent practicable if they are necessary. Should these services become necessary during the delivery of the project in this or future phases, the selected Consultant team must obtain the required qualifications before providing those services or bring on a prequalified subconsultant at that time.*

## **XVI. PROCUREMENT SCHEDULE**

Dates other than Response Date are tentative and provided for information only.

- Advertisement Date: April 11, 2023
- Response Date: May 3, 2023 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: May 8, 2023
- Final Selection: May 24, 2023
- Pre-Design Conference: May 31, 2023
- Consultant Fee Proposal: June 9, 2023
- Contract Negotiations: June 21, 2023
- Notice to Proceed: July 12, 2023

## **XVII. PROJECT SCHEDULE**

- Preliminary Line & Grade Inspection February 15, 2024
- Joint Inspection August 15, 2024
- Right of Way Plans November 15, 2024
- Final Plans June 15, 2025

## **XVIII. EVALUATION FACTORS**

Consultants will be evaluated by the selection committee based on the following weighted factors:

1. Project approach and proposed procedures to accomplish the services for the project. (20 Points)
2. Relative experience of consultant personnel assigned to project team with highway project for KYTC and/or federal, local or other state governmental agencies. (15 Points)

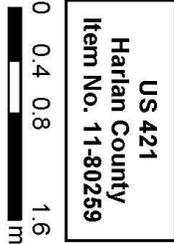
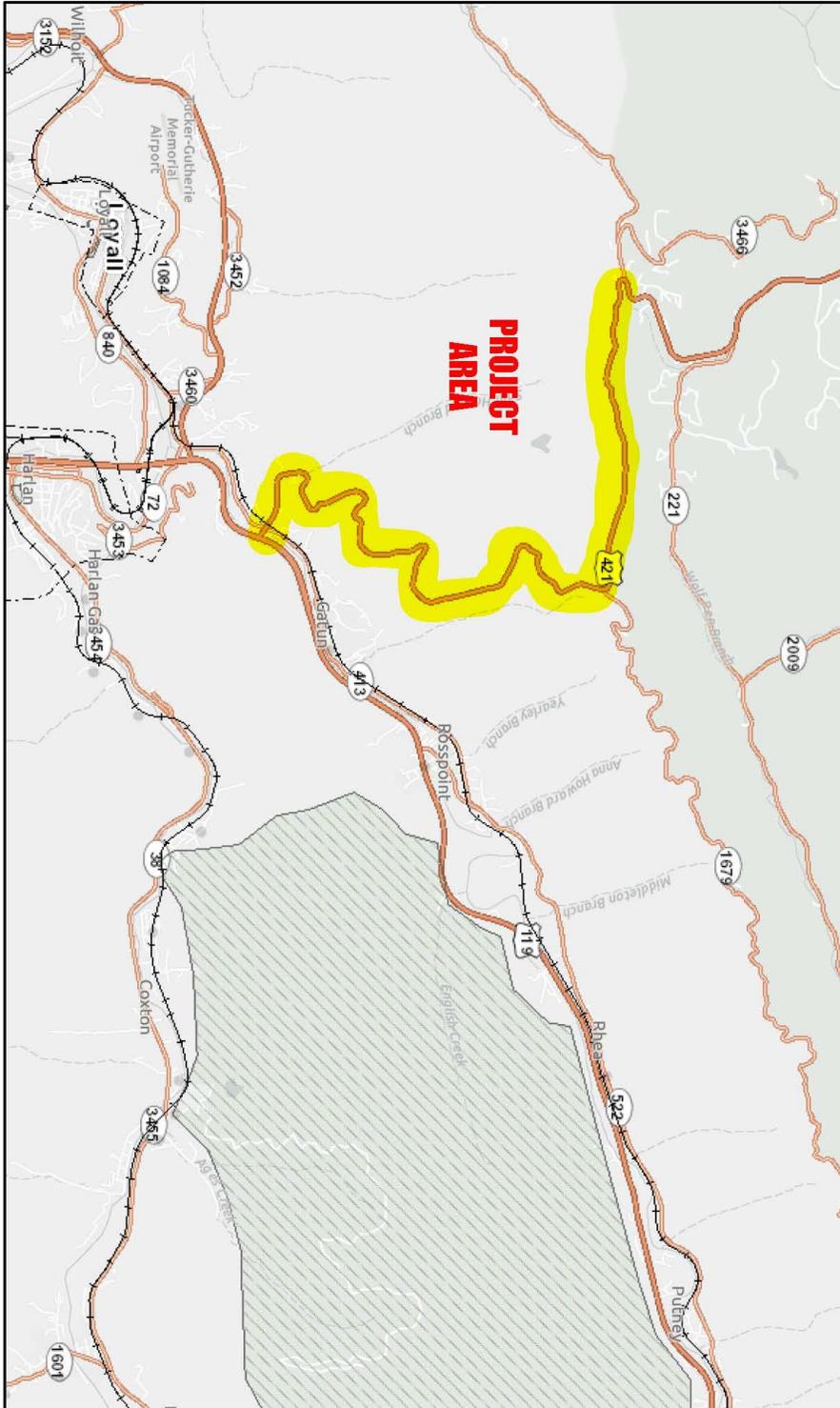
3. Past record of performance on projects similar in type and complexity. (15 Points)
4. Capacity to comply with project schedule. (10 Points)
5. DBE Participation Plan. (4 Points)
6. Knowledge of the locality and familiarity of the general geographic area. (2 Points)

**XIX. SELECTION COMMITTEE MEMBERS**

1. Joel Holcomb, P.E., User Division
2. Sherri Chappell, P.E., User Division
3. Stephen De Witte, P.E., Secretary's Pool
4. Charlie Dale, P.E., Secretary's Pool
5. R. Bruce Scott, P.E., Governor's Pool

**XX. AREA MAP**

11-80259 Harlan Co.



Legend	
	DBE Proclamation
	Corporate Boundary
	State Parks
	Local Parks
	Ohio River Shoreline
	Lake
	County
	Active Rail
	Populated Place
	City
	Kentucky
	State Road
	US Highway
	Parkway

