

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2025-07 Statewide Environmental Investigation & Remediation Services

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

This statewide contract is to provide necessary Statewide Environmental Investigation and Remediation Services. Two (2) consultants will be selected to provide these services on an as-needed basis for two years.

II. PROJECT INFORMATION

Project Manager - O'Dail Lawson
User Division - Environmental Analysis
Approximate Fee - \$1,000,000 per contract (Upset Limit)
Work will be assigned via Letter Agreement, not to exceed \$100,000
Project Funding - State Funds
Contract Term - Two Years

III. PURPOSE AND NEED

Our mission is to keep the KYTC facilities in environmental compliance status as stipulated in the 1992 Memorandum of Agreement between KYTC and EEC. In order to achieve this, the Division of Environmental Analysis is responsible for overseeing any necessary environmental investigations and/or corrective action. Additional staff and specific regulatory knowledge is needed periodically to accomplish this objective to keep these facilities in environmental compliance. Each Consultant may be asked to perform such studies, develop and implement the above-mentioned plans along with providing regulatory and compliance knowledge as needed to maintain KYTC facilities in environmental compliance.

IV. DBE GOAL

The Consultant team may 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 would demonstrate how DBE companies will be mentored or used to assist in the area(s) pertaining to this contract. If included, an additional page will be allowed in the Project Approach (Section 7) to exhibit this plan. No additional points will be provided in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

The selected consultants may be required on an as needed basis to provide Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response Compensation and Liability Act (CERCLA) based site assessments, evaluations, characterizations and remediation plans and control compliance reviews in accordance with RCRA, CERCLA, KY Underground Storage Tank (UST) regulations, the Clean Water Act and the US Environmental Protection Agency (EPA). This includes sampling, reporting, remediation and other environmental concerns.

VI. SPECIAL INSTRUCTIONS

Two (2) consultants will be selected to provide these services for a period of two (2) years with no new work assigned after two years from the Notice to Proceed, although the contract may be extended for time to complete work already assigned. Contracts will have an upset limit of \$1,000,000. Once the upset limit is reached or the two-year term has expired, services may be re-advertised and no additional Letter Agreements will be executed under the contract. Contracts will not be modified to increase the upset limit or extended for time to assign new work. No Letter Agreement shall exceed \$100,000 without written approval from the State Highway Engineer.

Two (2) regional divisions will be shown for the state, and the Consultant should note in the proposal which region(s) that they can adequately cover with the specified personnel. The two (2) regions are denoted as follows:

Region 1: Districts 1, 2, 3, 4, 5 and 6

Region 2: Districts 7, 8, 9, 10, 11 and 12

Instructions for Response to Announcement can be found at:

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

VII. AVAILABLE INFORMATION

An Alphabetical list of County Maintenance Facilities is provided at:

<https://transportation.ky.gov/Maintenance/Pages/Maintenance-Facilities.aspx>

Phase I and Phase II ESA's, Environmental Audits, Remediation reports will be available for the selected consultants.

VIII. PREQUALIFICATION REQUIREMENTS

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

ENVIRONMENTAL & UST SERVICES

- UST & Hazmat Preliminary Site Assessment (Phase 1)
- UST Closure Assessment
- Hazmat Corrective Action
- UST Site Investigation (Phase 2)
- Hazmat Site Investigation (Phase 2)

- UST Corrective Action

IX. PROCUREMENT SCHEDULE

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

- Advertisement Posted: January 14, 2025
- Response Date: February 5, 2025 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: February 10, 2025
- Final Selection: February 26, 2025
- Pre-Design Conference: March 5, 2025
- Notice to Proceed: March 26, 2025

X. PROJECT SCHEDULE

Individual project schedules will be defined by Letter Agreement on a project-by-project basis.

- Assignment of All Projects – Within two (2) years from Notice to Proceed
- Completion of All Services – Within initial contract term or by time extension

XI. EVALUATION FACTORS

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

1. Relative experience of consultant personnel assigned to project team with highway project for KYTC and/or federal, local or other state governmental agencies. (20 Points)
2. Past record of performance on projects similar in type and complexity. (20 Points)
3. Project approach and proposed procedures to accomplish the services for the project. (15 Points)
4. Available team workload capacity to comply with project schedule. (5 Points)
5. The Consultant demonstrates a comprehensive understanding of safety strategies and the ability to generate meaningful ideas that can measurably enhance the safety of the completed project. This includes both the immediate effectiveness and the long-term safety impacts of the finished facility. (5 Points)
6. Knowledge of the locality and familiarity of the general geographic area. (2 Points)

XII. SELECTION COMMITTEE MEMBERS

1. O'Dail Lawson, User Division
2. Brittany Lowry, User Division
3. Casey Smith, P.E., Secretary's Pool
4. Crystal Mapel, P.E., Secretary's Pool
5. Cindy Evensen, Governor's Pool