

# REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

## Department of Highways Professional Services Procurement Bulletin 2026-11 Statewide Structural Steel Shop Inspection 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 Structural Steel Shop Inspection Services. One (1) consultant will be selected to provide these services on an as-needed basis for two years.

### **II. PROJECT INFORMATION**

Project Manager - Matt Looney, P.E.  
User Division - Construction  
Approximate Fee - \$1,800,000 (Specific Rate of Compensation)  
Project Funding - State and Federal Funds  
Contract Term - Two Years

### **III. PURPOSE AND NEED**

The purpose of this contract is to provide Quality Control Inspection of structural steel fabrication and welding of steel girders/members used in construction of steel bridges. This inspection is needed to ensure fabrication is in accordance with applicable specifications. The Transportation Cabinet does not have the personnel or expertise to perform this type of inspection. Also, the contractor will elect which fabrication plant to use, which can be located nationwide. Inspection of secondary shops may be necessary as well. This contract will also provide the Cabinet, if needed, with engineering expertise to review drawings/weld procedures/etc.

### **IV. SCOPE OF WORK**

It is estimated that there will be structural steel bridges totaling 3,000 tons let to contract in fiscal year FY-2027 and the same for fiscal year FY- 2028. All structural steel bridges will be fabricated at various fabrication shops within the United States.

The contractor will provide the complete fabrication shop inspection of structural steel bridges let to contract during fiscal year July 1, 2026 – June 30, 2028. The duties include performing and/or witnessing/reporting all radiographic, ultrasonic, magnetic particle testing of welds, as required, and visual inspection to ensure fabrication in accordance with applicable specifications. The possible inspection of bridge bearing may also be required as determined by the Department.

Inspection will require proper documentation of work progress. The contractor will also aid the Department in reviewing the fabricator's welding procedures, etc. and making recommendations to the Department for approval.

## **V. SPECIAL INSTRUCTIONS**

The Department reserves the option to modify the selected Consultants' agreement to include any necessary engineering and/or related services for this project. The firm(s) or one of their subconsultants must at that time be prequalified by the Department in the required area(s).

One (1) consultant will be selected to provide these services for a period of two (2) years with no new work assigned after two (2) years from the Notice to Proceed, although the contract may be extended for time to complete work already assigned. The Contract will have an upset limit of \$1,800,000. Once the upset limit is reached or the two (2) year term has expired, services may be re-advertised. Contracts will not be modified to increase the upset limit or extended for time to assign new work. The contract will be negotiated as a cost per unit of work contract.

Special or unique expertise should be shown on the project approach sheet of your response. The free format page in your response should be used for information pertaining to the inspection fee.

The inspection fee must be one (1) hourly rate which includes visual inspection and/or non-destructive testing inspection. This rate also included requested engineering expertise, such as review of weld procedures. The rate is to be the same for straight time and overtime. The rate should also include all overhead, travel and per diem expenses. The rate will apply to perform the inspection in the fabrication shop. Travel time is not paid by the KYTC except on prefabricated structures.

**This hourly rates should be uploaded to the Consultant Portal as an entirely separate file from the Proposer's Response to Announcement. Proposers will be able to upload this sheet under the Rate Sheet Required section of the Portal response. If you have any questions or concerns about this process, email [Eric.Pelfrey@ky.gov](mailto:Eric.Pelfrey@ky.gov). Response Date: June 3, 2026 at 4:30pm ET to supplement the Response to Announcement.**

The inspection must be an American Welding Society (AWS) Certified, Welding Inspector and be a qualified, Certified Level 2 Non-Destructive Testing Inspector for magnetic particle and ultrasonic testing in accordance with the American Society of Non-Destructive Testing. Inspectors must also be competent in paint inspection, possessing NACE Level 1 or SSPC equivalent if they will be involved with coatings applications.

The Professional Engineers will not be required to be licensed in Kentucky at the time of Response to Announcement to be considered for selection. However, before a contract can be executed with the selected Consultant, the Professional Engineers identified in the response must obtain Kentucky licensure.

Instructions for Response to Announcement can be found at:  
<https://transportation.ky.gov/ProfessionalServices/Pages/Respond-to-an-Announcement.aspx>

Consultants are required to follow the [Commonwealth Office of Technology's Artificial Intelligence \(AI\) policy](#) and affirmatively disclose any use of AI or Machine Learning undertaken as part of any awarded contract.

## **VI. PREQUALIFICATION REQUIREMENTS**

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

### **CONSTRUCTION ENGINEERING SERVICES**

- Structural Steel Fabrication Inspection

## **VII. PROCUREMENT SCHEDULE**

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

- Advertisement Posted: May 12, 2026
- Response Date: June 3, 2026 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: June 8, 2026
- Final Selection: June 24, 2026
- Pre-Design Conference: July 1, 2026
- Notice to Proceed: July 22, 2026

## **VIII. PROJECT SCHEDULE**

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

## **IX. 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. (35 Points)
2. Available team workload capacity to comply with project schedule. (25 Points)
3. Past record of performance on projects similar in type and complexity. (20 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (10 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)

**X. SELECTION COMMITTEE MEMBERS**

1. Matt Looney, P.E., User Division
2. Katy Stewart, P.E., User Division
3. Austin Hart, P.E., Secretary's Pool
4. Talya Caudill, P.E., Secretary's Pool
5. Cindy Evensen, Governor's Pool