

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2016-09 Statewide Structural Design

This document constitutes a Request for Proposals for 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

Three (3) consultant firms will be selected to provide design of culvert and bridges under 500 foot span on an as-needed basis for two (2) years.

II. PROJECT INFORMATION

Project Manager – William McKinney, P.E.

User Division – Structure Design

Approximate Fee – \$1,000,000 upset limit (per consultant)

Projects to be assigned by Letter Agreement not to exceed \$300,000 each

Project Funding – State and/or Federal Funds

III. PURPOSE AND NEED

To provide assistance to the Department of Highways, Division of Structural Design with structural engineering and design on an as-needed basis.

IV. DBE REQUIREMENT

Consultants should include a DBE Participation Plan with their Response to Announcement. An additional page will be allowed with the Project Approach (page 7) in the Response to Announcement to convey this plan. A maximum of 2 points will be considered in the Evaluation Factors for the DBE Participation Plan.

V. METHOD OF DESIGN

Design shall be by American Association of State Highway and Transportation Officials (AASHTO) Load Resistance Factor Design (LRFD) Specifications, unless otherwise stipulated by the Project Manager. The selected consultant shall utilize the Computer Aided Design & Drafting (CADD) Standards for Bridge Design. All submittals shall be in the form of a CADD deliverable and pdf format. The CADD deliverable shall be in Microstation, dgn format, using Division of Bridge Design File Format, Seed Files, Cell Files and Resource File. Design by AASHTO LRFD

Specifications will be required on new projects. No additional hours will be allowed for LRFD designs.

VI. SCOPE OF WORK

Structural design services for structures that have not otherwise been assigned to consultants and/or cannot be designed in-house.

The required consulting services will include all final structural design engineering and plan preparation necessary for letting a project to construction.

VII. SPECIAL INSTRUCTIONS

Three (3) firms will be selected to provide these services. The contract period is a two (2) year contract with no new work assigned after June 30, 2018, 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 will be re-advertised and no additional work assignments will be made under the contract. Contracts will not be modified to increase upset limit or extended for time to assign new work. No Letter Agreement shall exceed \$300,000 without written approval from the State Highway Engineer.

The Selection Committee will randomly draw for the pool and list in consecutive order to determine the initial order for which a project will be offered. Projects will generally be offered to firms on a rotational basis. The Department reserves the right to select one of the firms outside of the assignment order for a particular project if it is to the benefit of the Department (i.e. the firm selected is also completing the Engineering contract for the project). That firm, if selected out of order, will be skipped in the rotation when their turn comes and the regular order will be followed thereafter. The Division of Structural Design reserves the right to group multiple projects together as one offering if it is advantageous to the Department. The Department may also add additional work to an existing Letter Agreement, if needed. A firm will not be offered an additional project until the remaining firms on the list have been offered a project. If a firm declines to accept a project or does not respond to an invitation to perform services for a project within five (5) business days, or the Department and Consultant cannot agree on reasonable scope of work and fee for services, documentation shall be placed in the project files and the next firm on the rotating list shall be offered the project.

Instructions for Response to Announcement can be found at:

<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

VIII. STANDARD PERSON-HOURS

The person-hours allowed for each "standard" bridge or component as shown below:

Substructures:

- Breastwall Abutments – 90 hours
- Stub Abutments – 40 hours
- Integral End Bents – 40 hours
- Single or Wall Piers – 80 hours
- Two Column Piers – 96 hours with 16 hours for each additional column

- Intermediate Pile Bent – 60 hours

Superstructure (One, two or three spans):

- Non-Composite Std Prestressed, Precast, Concrete Deck Units (PPCDU) (Standard Drawings) – 0 hours
- Composite PPCDU (Slab Details per Span) – 24 hours
- Beam Details (Spread Boxes per Span) – 40 hours (includes shop plan review)
- Beam Details (Spread 1-beam per Span) – 40 hours (includes shop plan review)
- Slab Details (Design & Details per Span) – 40 hours
- Construction Elevations – 32 hours

Miscellaneous:

- Title Sheet – 16 hours
- General Note Sheet – 8 hours
- Layout Sheet – 32 hours
- Foundation Layout-Pile Layout Sheet – 16 hours
- Approach Slab (each) – 4 hours

Note: The above hours are based on a structure having a Zero (0) degree skew (Add 10% to the total hours for a skewed structure.)

Culverts:

- One Barrel – 160 hours
- Two Barrel – 200 hours
- Triple Barrel – 240 hours

Culvert Extensions:

- One Barrel – 160 hours
- Two Barrel – 200 hours
- Triple Barrel – 240 hours

Person-hours for non-standard structures will be negotiated on a case by case basis.

No additional hours will be allowed for skewed culverts.

IX. PREQUALIFICATION REQUIREMENTS

To respond to this project, the proposed consultant project team must be prequalified in the following areas prior to the response due date of this advertisement.

STRUCTURE DESIGN

- Spans under 500 feet

ROADWAY DESIGN

- Rural Roadway Design
- Urban Roadway Design
- Surveying

X. PROCUREMENT SCHEDULE

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

- Bulletin Posted – March 8, 2016
- Response Date – March 30, 2016 by 4:30 PM ET (Frankfort time)
- First Selection – April 4, 2016
- Final Selection – April 20, 2016
- Scoping Conference – April 27, 2016
- Notice to Proceed – June 16, 2016

XI. PROJECT SCHEDULE

Individual project schedules will be by letter agreement on a project by project basis.

XII. EVALUATION FACTORS

1. Relative experience of consultant personnel assigned to project team with highway projects for KYTC. (15 Points)
2. Past record of performance on project of similar type and complexity. Including three prestressed concrete, one welded steel plate girder and one culvert extension. (15 Points)
3. Project approach and proposed procedures to accomplish services for project. (10 Points)
4. Capacity to comply with project schedule. (8 points)
5. DBE Participation Plan. (2 points)
6. Consultant's offices where work is to be performed. (2 points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

XIII. SELECTION COMMITTEE MEMBERS

1. William McKinney, PE, User Division
2. Joseph Van Zee, PE, User Division
3. Kevin Sandefur, PE, Secretary's Pool
4. Jill Asher, PE, Secretary's Pool
5. Joe Walker, Governor's Pool