

# REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

## Department of Highways Professional Services Procurement Bulletin 2019-09 Statewide Traffic Operations Structural & Geotechnical Review

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**

Project Description – One (1) Consultant will be selected to provide structural engineering services in support of the Division of Traffic Operations, including structural and geotechnical design/review of traffic-related structures. This work requires understanding and application of AASHTO standards.

### **II. PROJECT INFORMATION**

Project Manager – Ted Swansegar, P.E.  
User Division – Division of Traffic Operations  
Approximate Fee – \$250,000 Upset Limit for the contract duration for one (1) consultant  
Project Funding – State and Federal Funds  
Contract Duration – 2 Years, ending June 30, 2021

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

To assist the Division of Traffic Operations in the review of plans and specifications for structural supports for highway signs, luminaires, and traffic signals.

### **IV. DBE REQUIREMENT**

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 needs to 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 (Page 7) to demonstrate this plan. A maximum of 4 points will be considered in the Evaluation Factors for the DBE Participation Plan.

### **V. SCOPE OF WORK**

The selected Consultant must possess the expertise and capacity to perform the structural engineering tasks listed below:

- Capable of performing a variety of geotechnical analyses and structural designs.
- Demonstrate familiarity with AASHTO's Standard Specifications for Structural Supports for Highway Signs, Luminaires, and Traffic Signals, current edition (including LRFD).

- Demonstrate familiarity with the Division of Structural Design Guidance Manual and the AASHTO LRFD Bridge Design Specifications.
- Demonstrate familiarity with Kentucky's Standard Specifications for Road and Bridge Construction.
- Design of drilled shafts and spread footing foundations for existing/new locations.
- Foundation recommendation based on soil condition.
- Reviewing shop drawings and structural calculations for high mast, luminaire poles, mast arm (single and dual) poles, monotube (bridge-type) supports, sign, and strain pole structures with spans.
- Familiarity with KYTC Traffic Operations specifications and drawings for roadway signs, traffic signals, and lighting.
- Preparing Microstation CADD Drawings and writing new specifications.
- Capable of designing sign supports and sign attachments to bridges and other structures.
- Demonstrate familiarity with web design and windows program design for the interpretation, modification, and development of the state owned web app SALSA. This includes but not limited to the following: storage, RDBMS, web hosts, platform tiers, user interfaces, browser support, and security protocol. Experience in the following areas is desirable:
  - MS SQL 2012
  - IIS 7 on windows server 2008
  - .NET 4.0
  - ASP
  - SQL reporting services
  - DATA store (SQL table),data access(SQL stored procedures, ADO.net/LINQ)
  - Math Class(Custom Class)
  - Logic (Custom class)
  - Presentation web parts (AJAX enabled web controls)
  - Presentation ASPX web forms
  - CSS5
  - Browser Support: IE 7+, Google Chrome, Firefox, MAC/Windows Safari
  - SSL
  - Forms-Based Authentication
  - Wiki development
- Demonstrate the ability to transfer associated files and host a web app developed for SALSA. This transfer will be from the current consultant to the new consultant.
- Demonstrate the ability to transfer associated files from the hosted web app for SALSA to the Cabinet.
- Demonstrate the ability to maintain/host the current cloud based web app. This include web domains and transferring of the current cloud based web app to a new cloud based location.

## **VI. SPECIAL INSTRUCTIONS**

One (1) firm will be selected to provide these services for a period of two (2) years with no new work assigned after June 30, 2021, although the contract may be extended for time to complete work already assigned. The contract will have an upset limit of \$250,000. 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 executed under the contract. The contract will not be modified to increase the upset limit or extended for time to assign new work.

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

## **VII. ADDITIONAL INFORMATION**

The selected Consultant must have the capability to collect and analyze data as well as the capability to work with the Cabinet's GIS database. In general, the data may be transmitted electronically in standard KYTC formats. It is expected that frequent coordination between the consultant and the user division will be necessary for each specific task.

## **VIII. PREQUALIFICATION REQUIREMENTS**

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

### **STRUCTURE DESIGN**

- Spans Under 500 Feet

### **GEOTECHNICAL SERVICES**

- Engineering Services

## **IX. PROCUREMENT SCHEDULE**

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

- Bulletin Posted - March 12, 2019
- Response Date - April 3, 2019 by 4:30 PM ET (Frankfort Time)
- First Selection - April 8, 2019
- Final Selection - April 24, 2019
- Contract Scoping Conference - May 1, 2019
- Notice to Proceed - July 1, 2019

## **X. PROJECT SCHEDULE**

Individual project schedules will be by on-call on a project by project basis.

- |   |                       |
|---|-----------------------|
| • Reviewing shop drawings & calculations for poles                                    | Two (2) business days |
| • SALSA modification  | 1 week                |
| • Interpretation of new AASHTO Standards  | Two (2) business days |
| • Design of drilled shafts and spread footing foundations for existing/new locations. | 1 week                |
| • Other Scope of Work Duties  | As Agreed             |
| • Completion of All Services  | September 30, 2017    |

## **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 traffic engineering projects for KYTC and/or for federal, local, or other state governmental

agencies. (15 points)

2. Past record of performance on project of similar type and complexity. (15 points)
3. Relative experience in web-based programming. (10 points)
4. Project approach and proposed procedures to accomplish the services for the project. (10 points)
5. DBE Participation Plan (4 points)
6. Knowledge of the locality and familiarity of the general geographic area. (2 points)

**XII. SELECTION COMMITTEE MEMBERS**

1. Ted Swansegar, P.E., User Division
2. Grant DeRossett, P.E., User Division
3. Patrick Perry, P.E., Secretary's Pool
4. Tom Hall, P.E., Secretary's Pool
5. Kellie Baker, P.E., Governor's Pool