

# **A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT**

## **Department of Highways Professional Services Procurement Bulletin 2020-08 Environmental Investigation and 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 to maintain KYTC facilities in favorable environmental compliance. 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 - \$500,000 per contract (Upset Limit)  
Work will be assigned via Letter Agreement, not to exceed \$200,000 per Letter Agreement  
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 REQUIREMENT**

None

### **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 \$500,000. 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 \$200,000 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 regions 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**

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

## **IX. PROCUREMENT SCHEDULE**

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

- Advertisement Posted: February 11, 2020
- Response Date: March 4, 2020 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: March 9, 2020
- Final Selection: March 25, 2020
- Pre-Design Conference: April 1, 2020
- Notice to Proceed: May 1, 2020

## **X. PROJECT SCHEDULE**

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

Completion of All Services – June 30, 2022

## **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. Knowledge of the locality and familiarity of the general geographic area. (2 Points)

## **XII. SELECTION COMMITTEE MEMBERS**

1. O'Dail Lawson, User Division
2. Craig Craig, P.G., User Division
3. Katy Stewart, P.E., Secretary's Pool
4. Dane Blackburn, P.E., Secretary's Pool
5. Cole Mitcham, P.E., Governor's Pool