

# A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways  
Professional Services Procurement Bulletin 2025-02  
Graves | 1-220 | US-45/KY-80X

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**

County - Graves  
Route - US-45/KY-80X  
Item No. - 1-220.00  
Project Description - Rebuild downtown Mayfield, Kentucky

## **II. PROJECT INFORMATION**

Project Manager - Patsy Rawlins, P.E.  
User Division - Highway Design  
Approximate Fee - \$750,000 Preliminary Engineering & Environmental Services (Lump Sum)  
Project Funding - SPP (State Funds) to be used as Federal match requirement  
Project Length - Approximately 2.5 miles

## **III. PURPOSE AND NEED**

The purpose of the project is restore and rebuild an equitable transportation system, along US-45 (7<sup>th</sup> and 8<sup>th</sup> Street), KY-80X (Broadway) and adjacent city streets in the City of Mayfield. These routes serve as major connectors to the business district, which includes the municipalities, government buildings, banks, churches, and other planned local businesses and facilities.

Many of the buildings and much of the infrastructure were destroyed in December 2021 when a devastating EF-4 tornado struck downtown Mayfield. Rebuilding and enhancing these streets and sidewalks will provide a much-needed network to assist in the recovery of businesses and homes that were lost.

Goals of this project are to provide “complete streets” to improve safety and traffic flow, reduce driver speed, and better facilitate bicycle and pedestrian movements in the downtown area. Other project goals include improving water and air quality, promoting economic development in the downtown business district, and ensuring any improvements can accommodate additional input from other planned improvements.

#### **IV. DBE GOAL**

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 should 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 (Section 7) to exhibit this plan. A maximum of four (4) points will be considered in the Evaluation Factors for the DBE Participation Plan.

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

The selected Consultant will be required to provide preliminary roadway design and environmental services, including the preparation of engineering studies, identification of appropriate typical sections, identifying utility impacts, right-of-way impacts, performing drainage design, developing dependable cost estimates, conducting and preparing documents for public meetings, and traffic forecast and modeling. The Consultant should also identify the needs of the users of the corridor and develop potential improvement options utilizing KYTC's Complete Streets, Roads, and Highways Manual and Policy.

This project may be advanced to Final Design upon the completion of Preliminary Engineering with a Contract Modification. The selected Consultant will then be required to provide engineering services to perform Final Roadway and Structural Design, including the preparation of any design studies, drainage design, right-of-way plans, construction plans, traffic control plans, and cost estimates as well as any other services that KYTC chooses not to perform with in-house forces.

#### **VI. SPECIAL INSTRUCTIONS**

The Department may retain any of the advertised services to be performed by in-house state forces.

Instructions for Response to Announcement can be found at:

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

#### **VII. AVAILABLE STUDIES**

[2024 RAISE Grant Application Rebuild Downtown Mayfield – Recovering from 2021 Tornado Devastation](#)

[2021 Mayfield Small Urban Area Study – Graves County](#)

#### **VIII. METHOD OF DESIGN**

The selected Consultant shall utilize the most recent CADD Standards for Highway Plans Policy in the development of the highway plans. Refer to the 2019 CADD Standards for ORD V4 Project Development Memo for information pertaining to the latest CADD Standards and plan submittal.

## **IX. ENVIRONMENTAL SERVICES**

Any necessary Environmental Services may be performed by the Consultant. Based on preliminary discussion with the project team and all currently available environmental information for the proposed project location, we anticipate the required environmental document to be no higher than a Categorical Exclusion Level 1. The final environmental document may be elevated (or reduced) to a different level of environmental documentation if environmental investigation leads to an alternative conclusion or changes in ROW occur. Prequalification of various Environmental Services are required to be identified in the Consultant's Response to Announcement.

## **X. PHOTOGRAMMETRIC SERVICES**

The Consultant will provide mapping and will furnish manuscripts in ORD format. Statewide Elevation data and Aerial photography can be found at the following link [KyFromAbove - Kentucky's Aerial Photography & Elevation Data Program](#). The selected Consultant shall supplement this information with conventional surveying as determined during project scoping.

## **XI. STRUCTURE DESIGN**

Structure Design is not anticipated for Preliminary Design. When the project advances to Final Design and if the selected Consultant is retained for Final Design services, the selected Consultant shall do the necessary engineering services to submit to the KYTC an Advanced Situation Folder(s) for the appropriate structure(s). The selected Consultant may be responsible for any necessary Structure Design services. Structure Design of the proposed structure(s) may be added as a Contract Modification. Prequalification in the area of Structure Design is not required to be identified in the Consultant's Response to Announcement.

## **XII. GEOTECHNICAL SERVICES**

The selected Consultant may provide Geotechnical Services required for the project. The Preliminary Design contract may include preliminary geotechnical services to review available geological, mining, or other geotechnical information that could influence the selection of the preferred alternate. Geotechnical services necessary for the completion of Final Design may be added by contract modification at the appropriate time. At any time, if the Department has the capacity to provide these services, the Department may retain the advertised geotechnical services. Prequalification in the area of Geotechnical Services is not required to be identified in the Consultant's Response to Announcement.

## **XIII. TRAFFIC ENGINEERING**

The selected Consultant will provide the analysis of the existing and proposed operations. Traffic Signal Design and Lighting Design services, if necessary for the completion of Final Design, may be added by Contract Modification at the appropriate time. At any time, if the Department has the capacity to provide these services, the Department may retain the advertised traffic services.

#### **XIV. UTILITIES**

The selected Consultant shall provide a project location map to the Department. The Department will send project location maps to all potential utility contacts to determine whether they may have existing utilities within these project limits. The Department will develop the utility contact list. Facility location maps received for this project will be provided to the selected Consultant.

All utilities including underground and overhead facilities within the project scope shall be field-verified by the Consultant. Sizes and types of underground and aerial utilities shall be identified on the plans for each alignment alternative in the PL&G submittal. In addition to survey horizontal location of visible utility features, the Consultant shall provide elevation of accessible manhole tie inverts and overhead low wire elevation.

The selected Consultant may be required to provide utility related services for this project, which may include utility coordination, construction inspection, or specific facility type utility design. These services have specific prequalification standards, required of the selected consultant or subconsultant.

The selected Consultant shall acquire adequate information regarding existing utility features to identify existing utility facilities within the project area, document and confirm those that may be negatively impacted by the project. The selected Consultant shall bring attention to any potential conflicts with existing utility facilities that may result in significant cost or time to relocate. The selected Consultant shall complete or contribute to a utility conflict matrix, documenting the existing utility facilities that may be impacted by the project. The Consultant shall document or confirm the following for each utility in the conflict matrix: type of utility, owner of utility, quantify the extent they may be impacted, potential impacts to project budget, potential impact to project schedule, confidence of utility location depicted, and recommendations for remedy.

#### **XV. PREQUALIFICATION REQUIREMENTS**

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

##### ROADWAY DESIGN

- Advanced Traffic Engineering Design & Modeling
- Surveying
- Advanced Drainage Analysis & Design
- Urban Roadway Design

##### TRAFFIC ENGINEERING

- Traffic Engineering
- *Electrical Engineering Roadway Lighting\* (see note below)*
- *Electrical Engineering Traffic Signals\* (see note below)*

##### TRANSPORTATION PLANNING

- Traffic Forecasting
- Traffic Data Collection
- Pedestrian & Bicycle Planning & Design
- *Advanced Transportation Planning Engineering\* (see note below)*
- *Transportation Planning Engineering\* (see note below)*

- *Travel Demand & Simulation Modeling\** (see note below)
- *Conceptual Transportation Planning\** (see note below)

**UTILITY DESIGN**

- Utility Preconstruction Coordination
- *Subsurface Utility Engineering\** (see note below)
- *Communication\** (see note below)
- *Electrical Level 1\** (see note below)
- *Electrical Level 2\** (see note below)
- *Gas Level 1\** (see note below)
- *Gas Level 2\** (see note below)
- *Water & Sewer Level 2\** (see note below)
- *Water & Sewer Level 1\** (see note below)

**Environmental Archaeology & Other Services\*** (see note below)

- *Prehistoric Archaeology\**
- *Socio-Economic Analysis\**
- *Highway Noise Analysis\**
- *Historic Archaeology\**
- *Environmental Document Writing & Coordination\**
- *Cultural-Historic Analysis\**
- *Stream & Wetland Mitigation\**

**Geotechnical Services\*** (see note below)

- *Geotechnical Engineering\**
- *Geotechnical Drilling\**
- *Geotechnical Laboratory Testing\**

**Right of Way\*** (see note below)

- *Relocation\**
- *Acquisition\**
- *Appraisal\**

**Structure Design\*** (see note below)

- *Standard Structures\**
- *Spans Under 500 Feet\**

*\* Note – These prequalifications are not required with the initial proposal as it is uncertain to the extent practicable if they are necessary. Should these services become necessary during the delivery of the project in this or future phases, the selected Consultant team must obtain the required qualifications before providing those services or bring on a prequalified subconsultant at that time.*

**XVI. PROCUREMENT SCHEDULE**

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

- Advertisement Date: August 13, 2024
- Response Date: September 4, 2024 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: September 9, 2024
- Final Selection: September 25, 2024

- Pre-Design Conference: October 2, 2024
- Consultant Fee Proposal: October 11, 2024
- Contract Negotiations: October 23, 2024
- Notice to Proceed: November 13, 2024

**XVII. PROJECT SCHEDULE**

- Preliminary Line & Grade June 2025
- Design Executive Summary August 2025

**XVIII. EVALUATION FACTORS**

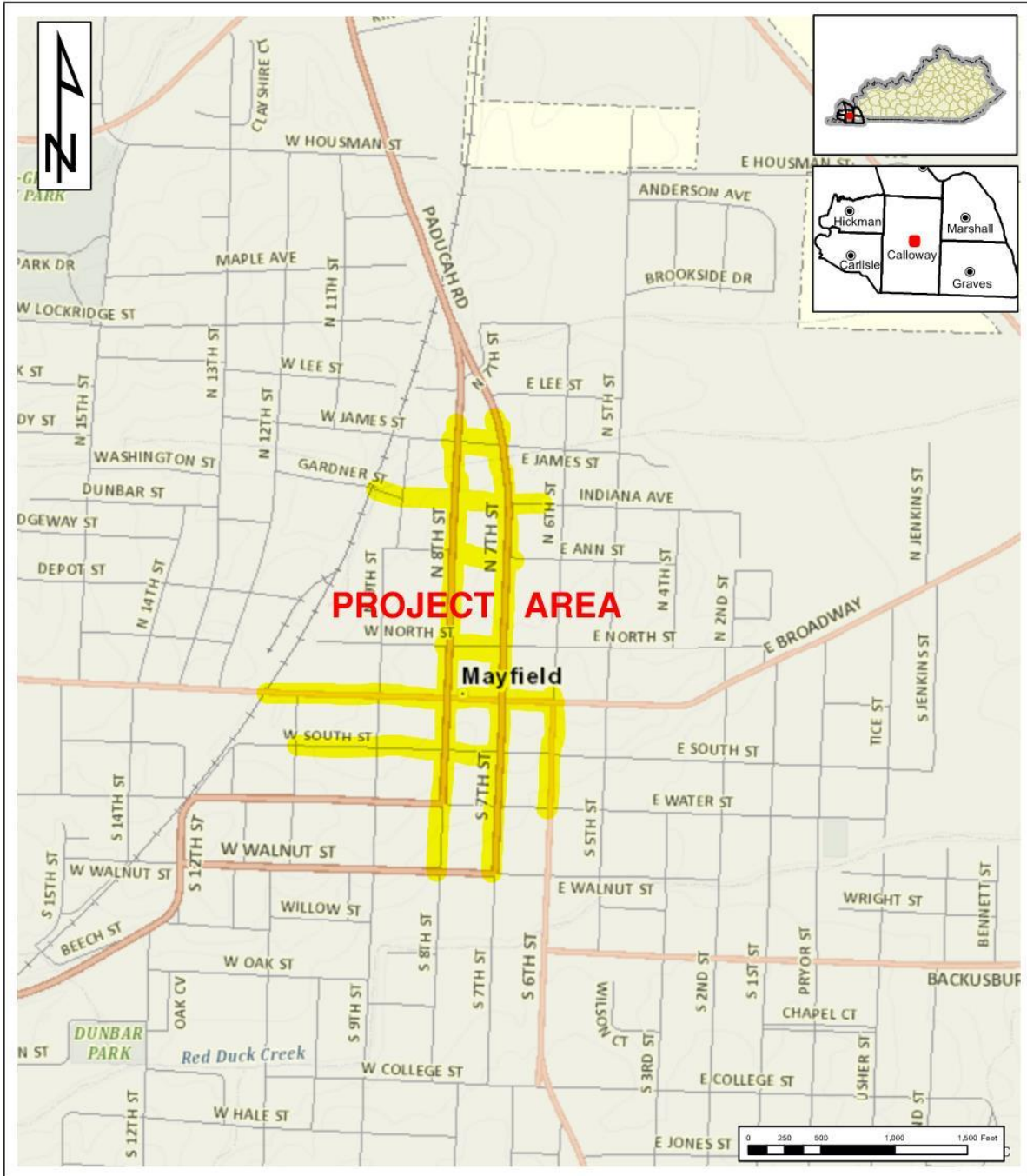
Consultants will be evaluated by the selection committee based on the following weighted factors:

1. Project approach and proposed procedures to accomplish the services for the project. (20 Points)
2. Relative experience of consultant personnel assigned to project team with highway project for KYTC and/or federal, local or other state governmental agencies. (15 Points)
3. Past record of performance on projects similar in type and complexity. (15 Points)
4. Capacity to comply with project schedule. (10 Points)
5. DBE Participation Plan. (4 Points)
6. Knowledge of the locality and familiarity of the general geographic area. (2 Points)

**XIX. SELECTION COMMITTEE MEMBERS**

1. Patsy Rawlins, P.E., User Division
2. Karl Sawyer, P.E., User Division
3. Emily Deason, P.E., Secretary's Pool
4. Casey Smith, P.E., Secretary's Pool
5. Brian Wood, P.E., Governor's Pool

XX. AREA MAP



**PS Professional Services**

**TEAM KENTUCKY**  
TRANSPORTATION CABINET

**GRAVES COUNTY  
US-45 / KY-80X  
ITEM NUMBER 1-220.00  
Rebuild Downtown Mayfield**

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Date: 7/31/2024