

# A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways  
Professional Services Procurement Bulletin 2025-05  
McCracken | 1-80317 | KY-731

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 - McCracken  
Route - KY-731  
Item No. - 1-80317.00  
Project Description - Based on the 2019 Paducah SUA, id "q". Reconfigure the intersection of KY-731 and Labelle Ave. A roundabout should be considered. This is based on 33 crashes in three years and complaints from locals about poor drainage run off going into the street.

## **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 funds (State Funds)  
Project Length - Approximately 0.3 miles

## **III. PURPOSE AND NEED**

The purpose of the project is to improve safety in the vicinity of the highly skewed KY-731 (Lone Oak Road) / Labelle Avenue intersection with Buckner Lane / Broadway.

KY-731 (Lone Oak Road) and Labelle Avenue form a Major Collector (north-south) from the US-45 / US-62 intersection east of I-24 to Jefferson Street. KY-731 shifts to N. 32<sup>nd</sup> St. via an offset intersection just west of Labelle Ave. and continues past Jefferson Street to US-60. Buckner Ln. and Broadway form a Major Collector (east-west) from a largely residential area east of I-24 to downtown Paducah. The street network connects residential neighborhoods to business districts near the downtown area. Several schools are located a short distance from the intersection. The 2019 Paducah Small Urban Area Study reported a v/c ratio as high as 1.4 with 33 crashes identified in a 3-year period.

Goals of this project are to provide “complete streets” to improve safety and traffic flow and better facilitate bicycle and pedestrian movements to local business, schools, and residents.

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

The Consultant team may 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 would demonstrate how DBE companies will be mentored or used to assist in the area(s) pertaining to this contract. If included, an additional page will be allowed in the Project Approach (Section 7) to exhibit this plan. No additional points will be provided 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, Intersection Control Evaluation, traffic studies, identification of appropriate typical sections, identifying any utility impacts, performing preliminary drainage design, developing dependable cost estimates, and conducting and preparing documents for public meetings and local stakeholder and officials meetings.

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, 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**

[2019 Paducah Small Urban Area Study](#)

#### **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 provided 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 not 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 all 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**

In addition to the Department's existing traffic counts, the Consultant will collect traffic data and develop traffic projections and related information. The Consultant will provide an analysis of the existing and proposed traffic operations.

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 may provide SUE (Subsurface Utility Engineering) work as needed to field-locate utilities. Horizontal and vertical location of existing utilities shown in the roadway plans shall be adjusted by the Consultant as necessary to reflect actual SUE results. This service has a specific prequalification standard, required of the selected consultant or subconsultant.

The Department will submit a design information request ticket from KY811 during final design. The design information request will provide the selected consultant access to utility company supplied facility location data, sourced from KY811 member utility companies. There is no law requiring those utility companies to respond to a design information request with field location of the utilities within the project scope. If field locations are provided, the consultant shall perform field surveys to collect the utility company supplied field data. Horizontal location of existing utilities shall be depicted on final plans, in compliance with Department depiction standards with level of accuracy denoted, and adjusted as necessary to reflect actual field location. It is unlawful to request a normal excavation request ticket if no excavation is transpiring. If additional utility investigation is necessary, the consultant is advised to seek Department consult. Subsurface Utility Engineering (SUE) services may be available via project contract or statewide contract.

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 any potential conflicts with existing utility facilities that may result in significant cost or time to relocate.

## **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**

- Rural Roadway Design
- Surveying
- Urban Roadway Design
- *Advanced Traffic Engineering Design & Modeling\* (see note below)*
- *Advanced Drainage Analysis & Design\* (see note below)*
- *Photogrammetry & Related Services\* (see note below)*

## 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
- *Advanced Transportation Planning Engineering\** (see note below)
- *Pedestrian & Bicycle Planning & Design\** (see note below)
- *Travel Demand & Simulation Modeling\** (see note below)

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

- *Air Quality Analysis\**
- *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\**

## Structure Design\* (see note below)

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

## Utility Design\* (see note below)

- *Subsurface Utility Engineering\**
- *Electrical Level 1\**
- *Utility Preconstruction Coordination\**
- *Gas Level 1\**
- *Communication\**
- *Water & Sewer Level 1\**

*\* 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: November 12, 2024
- Response Date: December 4, 2024 by 4:30 PM ET (Frankfort Time)

- First Selection Meeting: December 9, 2024
- Final Selection: December 20, 2024
- Pre-Design Conference: January 6, 2025
- Consultant Fee Proposal: January 13, 2025
- Contract Negotiations: January 27, 2025
- Notice to Proceed: February 17, 2025

**XVII. PROJECT SCHEDULE**

- Alternate Alignment Review July 2025
- Local Official & Stakeholders Meeting August 2025
- Preliminary Line & Grade October 2025
- Public Meeting / 2<sup>nd</sup> Local Officials Meeting November 2025
- Design Executive Summary Submittal December 2025

**XVIII. EVALUATION FACTORS**

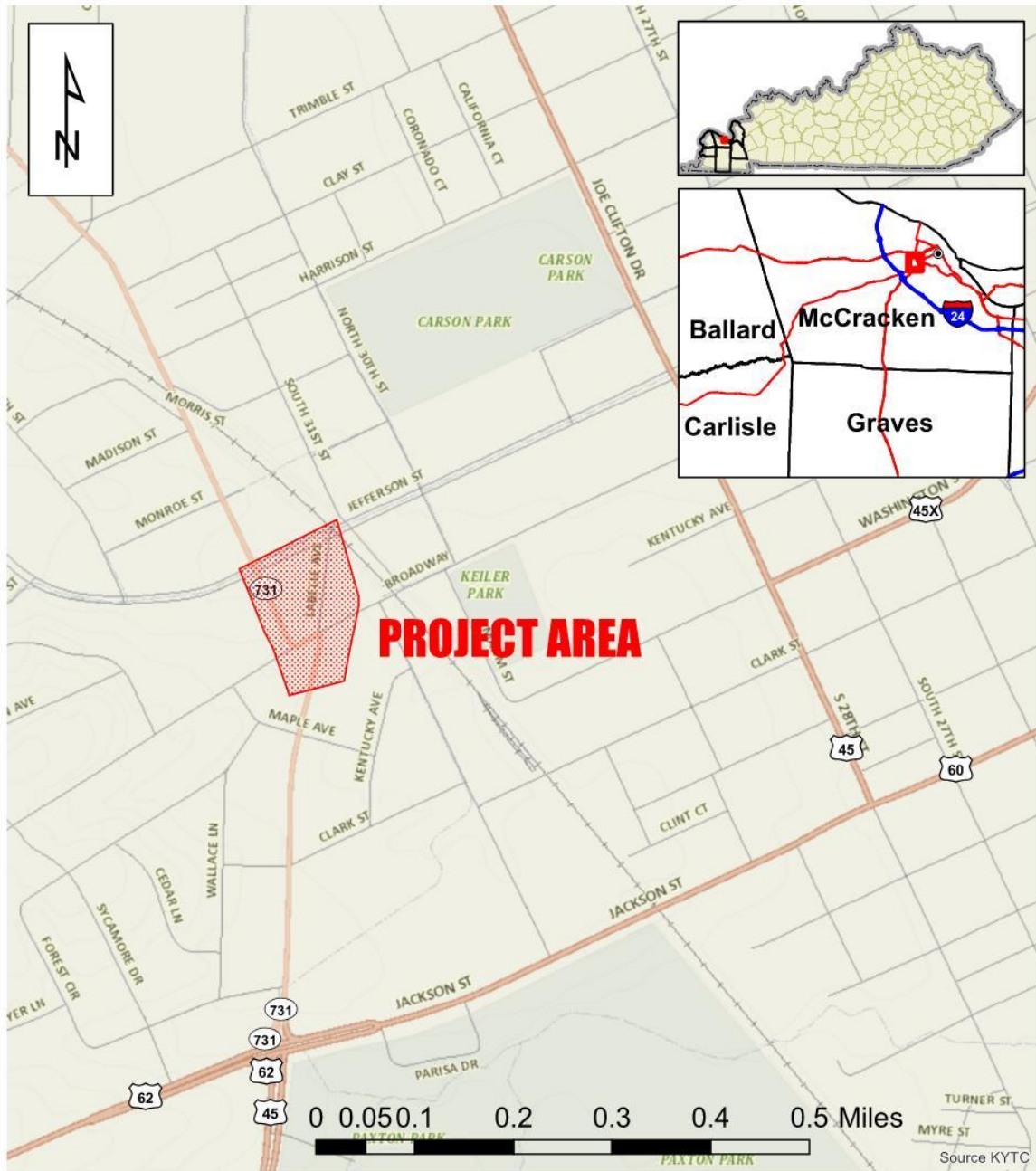
Consultants will be evaluated by the selection committee based on the following weighted factors:

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. 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. Zachary Neihof, 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

**McCracken County  
Item No. 1-80317.00  
KY 731**

Disclaimer: KYTC provides this map as a reference only. Users are to validate information independently.  
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Date: 10/22/2024 