

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2025-10 Statewide Speed Management Action Plan

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 contract is for the development of a statewide Speed Management Action Plan. One (1) consultant will be selected to provide these services.

II. PROJECT INFORMATION

Project Manager - Mike Vaughn, P.E.
User Division - Traffic Operations
Approximate Fee - \$750,000 (Lump Sum)
Project Funding - Federal Funds

III. PURPOSE AND NEED

The mission of the Kentucky Transportation Cabinet (KYTC) is to provide a safe, efficient, environmentally sound, and fiscally responsible transportation system that delivers economic opportunity and enhances the quality of life in Kentucky. KYTC values Safety First and has a goal to promote safety in all decision making. In fact, highway safety is so important that Kentucky's ultimate goal is zero transportation-related fatalities.

Kentucky's recently published 2025-2029 Strategic Highway Safety Plan (SHSP) sets an aggressive interim goal of preventing enough deaths on Kentucky highways such that the annual fatality total will be at or below 500 by the year 2029. To achieve the interim goal, as well as the ultimate goal of zero fatalities, the Safe System Approach (SSA) is a major strategy being implemented in various business practices across the Department of Highways. One of the elements of the SSA is Safer Speeds. Speed and/or speeding are frequently contributing factors of fatal and serious injury crashes and speed is one of the most significant variables in the transfer of kinetic energy to people during a crash. Speed and kinetic energy are complex, yet interconnected within all areas of highway safety, from pedestrian and bicycle safety to intersections and roadway departure. Implementation of speed management strategies provides the Department the opportunity to better manage the transfer of kinetic energy and prevent severe outcomes in every highway safety focus area. The development and implementation of the Speed Management Action Plan will strengthen the Department's ability to prevent crashes likely to have severe outcomes.

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 eight (8) points will be considered in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

The selected Consultant shall be responsible for the development of and assisting the Department with the implementation of a statewide Speed Management Action Plan (SMAP) throughout the Department of Highways. In alignment with the importance of this effort, there will be a multidisciplinary project team consisting of a range of stakeholders and safety champions. As such, it will be important for the selected Consultant to effectively lead and collaborate with a large project team throughout all stages of developing the SMAP. In general, the tasks anticipated by the Department include but are not limited to:

- Gather, review, and analyze information and data
- Identify challenges and opportunities for improvement
- Evaluate and produce a list of recommended strategies, countermeasures, and actions throughout the Department
- Engage with the project team and stakeholders
- Develop the statewide SMAP
- Initial implementation efforts to build awareness and communicate how the SMAP's recommended strategies, countermeasures, and actions can be incorporated into the daily business practices across the Department

Developing a statewide SMAP will require a thoughtful, innovative approach that considers context. While the above general task list provides a basic outline of the effort needed, the Department is seeking detailed ideas from interested consultants about the data, methods, and overall best approach that would be used in the successful development and implementation of a statewide SMAP. Therefore, the selected Consultant should provide specifics on how the general tasks above will be accomplished and identify any additional tasks to be performed, if any. If the selected Consultant identifies additional tasks to be performed, details should be provided as to how the additional tasks will fit into, and supplement, the general tasks above, while being mindful of the \$750,000 budget established for the overall effort. Lastly, since implementation of the SMAP is of critical importance, the selected Consultant should include key staff specific for strategic communications.

VI. SPECIAL INSTRUCTIONS

The Department reserves the option to modify the selected Consultant's agreement to include any necessary engineering and/or related services for this project. The firm(s) or one of their subconsultants must at that time be prequalified by the Department in the required area(s).

The additional related engineering services may be requested up to a contract upset limit of \$250,000 above the initial contract amount. No additional service contract shall exceed \$250,000 without written approval from the State Highway Engineer.

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

The Department will allow for the following modifications to the standard response format for responses to this advertisement only:

- Section 3: Project Team Organizational Chart, may be expanded not to exceed two 8.5" x 11" (A-B) or one 11" x 17" page.
- Section 5 (A-B): Workload / commitments does not have a page limit.
- Section 7 (A-D): Project Approach, as standard procedure, the DBE Participation Plan should also be included in this portion of the response with a total of four pages allowed.

VII. AVAILABLE INFORMATION

The Department will furnish any roadway data, traffic data, crash data, policy and guidance manuals, existing safety plans, and any other pertinent data/information in the possession of the Department needed for providing the services desired.

A PDF copy of Kentucky's 2025-2029 SHSP can be found [here](#).

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.

TRANSPORTATION PLANNING

- Transportation Planning Engineering

IX. PROCUREMENT SCHEDULE

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

- Advertisement Date: April 8, 2025
- Response Date: April 30, 2025 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: May 5, 2025
- Final Selection: May 21, 2025
- Pre-Design Conference: May 28, 2025
- Consultant Fee Proposal: June 6, 2025
- Contract Negotiations: June 18, 2025
- Notice to Proceed: July 9, 2025

X. PROJECT SCHEDULE

It is the Department's desire to complete the statewide Speed Management Action Plan as quickly as possible without sacrificing quality nor shortchanging any portion of the development efforts.

With that in mind, the Project Approach should include the proposed scheduled of key milestones, as well as the anticipated completion date of the SMAP. Another scheduling aspect that should be included in the Project Approach is the approximate number and types of meetings to be held with the project team throughout the development of the SMAP.

XI. 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 (30 Points)
2. Relative experience of proposed team on projects similar in type and complexity. (20 Points)
3. Available team workload capacity to comply with project schedule. (10 Points)
4. Relative experience of key project team members. (10 Points)
5. Proposed strategies to manage development activities, coordinate and collaborate with the project team, and deliver the final plan quickly and efficiently. (10 Points)
6. The Consultant demonstrates a comprehensive understanding of safety strategies and the ability to generate meaningful ideas that can measurably enhance the safety of the completed project. This includes both the immediate effectiveness and the long-term safety impacts of the finished facility. (10 Points)
7. DBE Participation Plan. (8 Points)
8. Knowledge of the locality and familiarity of the general geographic area. (2 Points)

XII. SELECTION COMMITTEE MEMBERS

1. Mike Vaughn, P.E., User Division
2. Alex Mucci, P.E., User Division
3. Crystal Mapel, P.E., Secretary's Pool
4. Zachary Neihof, P.E., Secretary's Pool
5. Brian Wood, P.E., Governor's Pool