



# PROFESSIONAL SERVICES PROCUREMENT BULLETIN 2008-07 STATEWIDE FORECASTING

COUNTY	Statewide
DISTRICT	Statewide
PROJECT DESCRIPTION	Three consultant firms will be selected to provide the following transportation planning services: traffic estimation and forecasting.
PROJECT MANAGER	Scott Thomson, P.E.
USER DIVISION	Division of Planning
APPROXIMATE FEE	\$500,000 (each contract) Three consultants to be selected. Each project will vary between approximately \$2,000 to \$40,000. Project assignments will be made on a rotational basis.
PURPOSE AND NEED	The main purpose of traffic forecasting is to facilitate the Cabinet's Six Year Plan. Virtually every highway project needs traffic forecasts to help determine geometric components used in design and sometimes even the need for the project is determined by the amount of traffic forecasted. Traffic forecasting is also used for corridor planning, air quality analysis, systems analysis and special projects. The traffic forecasting contract is used to supplement the Division of Planning's staff.
METHOD OF DESIGN	The selected consultant will follow traffic forecasting procedures as determined by the user division.
DBE REQUIREMENT	None
AVAILABLE STUDIES	None
PROJECT FUNDING	State and federal funds

SCOPE	<p>The selected consultant will be required to provide traffic estimation and forecasting services for corridor planning, highway design, and other special studies at any location within the Commonwealth on as-needed basis. Required traffic parameters may vary from project to project but will typically include the following: average daily traffic volumes for a base and design year on a segment by segment basis: base year, design year, and AM/PM design hour turning movement volumes; percent trucks; equivalent single axle loadings.</p>
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SPECIAL INSTRUCTIONS	<p><b>Three (3)</b> firms will be selected to provide these services. The contract period is each firm receiving a two (2) year contract. Contracts will have an upset limit of \$500,000. 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 made under the contract. Contracts will not be modified to increase upset limit or extended for time to assign new work.</p> <p>The Selection committee will randomly draw from the pool and list in consecutive order to determine the initial order for which a project will be offered. Projects will be offered to firms on a rotating basis. A firm will not be offered an additional project until the remaining firms on the list have been offered a project. If a firm declines to accept a project, that firm will not be eligible to accept another project until the remaining firms on the list have been offered a project. If a firm declines a project or does not respond to an invitation to perform services for a project within fourteen days, documentation shall be placed in the project files and the next firm on the rotating list shall be offered the project.</p> <p>The complexity of the forecasting tools applied to any particular project should be a function of the scope and complexity of the project. Also, depending on the complexity of the project, visits to the project site may be necessary. In some cases the consultants may be required to acquire needed data. It is expected that frequent coordination between the consultants and user division will be necessary during the course of each project.</p> <p>Please note the new guidelines for responding to project bulletins should be used.  <a href="#">Instructions Response to Kentucky Transportation Cabinet.pdf</a></p>
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**PREQUALIFICATION REQUIREMENTS**

<p><u>TRANSPORTATION PLANNING</u></p>	<ul style="list-style-type: none"> <li>• Traffic Forecasting</li> </ul> <p><i>To respond to this project advertisement the project team must be prequalified in the specified area(s) by the date of the bulletin.</i></p>
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## PROJECT SCHEDULE & MILESTONES

RESPONSE DATE	March 19, 2008 4:30 p.m. (Frankfort Time)
SELECTION COMMITTEE MEETING	April 9, 2008
CONTRACT SCOPING MEETING	May 1, 2008
NOTICE TO PROCEED	July 1, 2008
COMPLETION OF SERVICES	June 30, 2010
BASE/DESIGN YR ESALs/DHVs/TMs	Three Months
FORECAST IN MPO BOUNDARIES	Six Months
COMPLEX OR MULTIPLE ALTERNATIVES	Eight Months

The selected consultant is expected to meet the scheduled milestone dates.

## EVALUATION FACTORS

1. Relative experience of consultant personnel assigned to project team with travel demand modeling projects for KYTC and/or for federal, local or other state governmental schedule. (10 points)
2. Capacity to comply with project schedule. (10 points)
3. Past record of performance on project of similar type and complexity. (10 points)
4. Project approach and proposed procedures to accomplish the services for this project. (10 points)
5. Consultant's Kentucky office where work is to be performed. (2 points)
  - 75% - 100% of work accomplished in Kentucky offices - 2 points
  - 26% - 74% of work accomplished in Kentucky offices - 1 point
  - 0% - 25% of work accomplished in Kentucky offices - 0 points

### SELECTION COMMITTEE MEMBERS

1. David Hamilton, User Division
2. Scott Thomson, User Division
3. Ted Merryman, Secretary's Pool
4. Stuart Goodpaster, Secretary's Pool
5. George Blandford, Governor's Pool