



PROFESSIONAL SERVICES  
 PROCUREMENT BULLETIN  
 2010-09  
 STATEWIDE AIRPORT  
 PAVEMENT MANAGEMENT

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<b>COUNTY</b>	Statewide
<b>PROJECT DESCRIPTION</b>	Gather statewide pavement data for all General Aviation airport paved surfaces; including runway, taxiways, and aprons, and provide data in a form specified by the Department of Aviation.
<b>PROJECT MANAGER</b>	Craig Farmer, PE
<b>USER DIVISION</b>	Department of Aviation
<b>APPROXIMATE FEE</b>	\$400,000 Lump Sum
<b>PROJECT FUNDING</b>	State Funds
<b>PURPOSE AND NEED</b>	To provide the KY Department of Aviation with data relative to existing conditions of airport pavements using FAA Airport Pavement Management Systems requirements and the MicroPAVER pavement analysis program.
<b>DBE REQUIREMENT</b>	None
<b>METHOD OF DESIGN</b>	The plan must adhere to all FAA Advisory Circulars and associated standards for a document of this type.

## SCOPE OF WORK

The Selected Consultant will be required to provide statewide pavement data for all general aviation airports in Kentucky in conformity with all applicable FAA standards, including AC 150/5380-7A AIRPORT PAVEMENT MANAGEMENT PROGRAM. The information must include, but may not be limited to:

- Airport site visit and pavement analysis at all General Aviation airports in Kentucky on all applicable bituminous asphalt surfaces.
- Use of the MircoPAVER (or other approved program) for compiling data in the Airport Pavement Management System (APMS).
- Organized presentation of the data results of the pavement analysis and APMS.

## SPECIAL INSTRUCTIONS

Instructions for Response to Announcement can be found at:

[http://transportation.ky.gov/progperform/instructions\\_for\\_response\\_to\\_kentucky\\_transportation\\_cabinet\\_10-10-08.pdf](http://transportation.ky.gov/progperform/instructions_for_response_to_kentucky_transportation_cabinet_10-10-08.pdf)

For this initial submittal, the guidelines for responding should be used as detailed below:

### Page 1: Basic Project Information

No changes

### Page 2(A-B): Project Service and Staff Summary

No prequalification categories need to be met in order to submit the initial proposal for this project.

This section should list the employees and sub-consultants intended to perform the work, in order to be referenced by the following sections.

### Page 3: Project Team Organizational Chart

This section is not required for the initial submittal. No information on the project team's organization will be necessary until the second submittal upon acceptance of the firm's qualifications.

### Page 4(A-J): Relative Experience of Key Project Team Members

Résumés of staff with experience in Statewide Pavement Analysis projects and the use of MicroPAVER recommended.

Up to 10 pages allowed for resumes.

### Page 5(A-B): Available Team Workload Capacity

This section is not required for the initial submittal. No information on the team's workload capacity will be necessary until the second submittal upon acceptance of the firm's qualifications.

## SPECIAL INSTRUCTIONS continued

### Page 6(A-J): Relative Experience of Proposed Team

Company experience with projects of similar scope recommended.  
Up to 10 pages allowed for relative projects.

### Page 7(A-C): Project Approach

This section is not required for the initial submittal. No information or narrative on project approach will be necessary until the second submittal upon acceptance of the firm's qualifications.

Based on the information provided in the first submittal, the committee will decide which of the responding consulting firms will be considered "qualified" to complete the project. There will be no maximum number of firms qualified. All firms whose qualifications are approved by the committee will be allowed to submit the second response to announcement proposal. The firms will not be ranked or evaluated based on the initial submittal. The first submittal will only be used to determine which firms are qualified to perform the project work.

Once a consulting firm has been approved for this project, a second response to announcement proposal will be prepared and submitted. At that time, the same committee will select ONE (1) Consulting Firm to be awarded this project, based on the "EVALUATION FACTORS" and points described in the Procurement Bulletin. It will be required that all seven sections/pages of the response be completed and submitted according to the "*Instructions for Response to Announcement*". It is assumed that the same information that was included in the first submittal will be re-submitted in the second response to announcement proposal.

Before KYTC can enter into a contract, the selected firm will be required to provide proof of professional liability insurance, certification that the firm is registered with the Commonwealth of Kentucky in accordance with KRS 3.22.060, and other requirements necessary to execute a contract with KYTC.

## PREQUALIFICATION REQUIREMENTS

To respond to this project (initial submittal), the project team is not required to be prequalified.

## PROCUREMENT SCHEDULE

RESPONSE DATE (1st proposal—Qualifications)	Wednesday, April 14, 2010 4:30 p.m. E.S.T. (Frankfort time)
1st SELECTION COMMITTEE MEETING	April 28, 2010
NOTIFICATION OF QUALIFICATIONS	April 30, 2010
RESPONSE DATE (2nd proposal—Full Response)	May 19, 2010
2nd SELECTION COMMITTEE MEETING	June 2, 2010
PROJECT SCOPING CONFERENCE	June 16, 2010
TENTATIVE DEADLINE FOR CONSULTANT FEE PROPOSAL	July 1, 2010
CONTRACT NEGOTIATIONS	July 15, 2010
NOTICE TO PROCEED	August 15, 2010
50% AIRPORT SITE VISITS COMPLETED	November 15, 2010
100% AIRPORT SITE VISITS COMPLETED	February 15, 2011
AIRPORT DATA PROVIDED	March 1, 2011

## EVALUATION FACTORS

1. Relative experience of Consultant personnel assigned to project team with pavement analysis report completion for KYTC and/or for federal, local, or other state governmental agencies. (30 points)
2. Relative experience of consultant personnel assigned to project team with design, maintenance, and inspection of bituminous asphalt pavement, including damaged asphalt mitigation plans, for KYTC and/or for federal, local, or other state governmental agencies. (20 points)
3. Relative familiarity of consultant personnel assigned to project team with FAA Airport Pavement Management Systems (APMS), all current ASTM standards, and all current relevant FAA Advisory Circulars. (20 points)
4. Relative experience of consultant personnel assigned to project team with Airport pavement analysis methodology for KYTC and/or for federal, local, or other state governmental agencies. (10 points)
5. Relative experience of consultant personnel assigned to project team with MicroPAVER Program. (10 points)
6. Capacity of project team to comply with project schedule. (5 points)
7. Past record of performance on projects of similar type and complexity. (10 points)
8. Project approach and proposed procedures to accomplish the services for the project. (10 points)
9. Consultant's Kentucky office where work is to be performed. (2 points)  
For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

## SELECTION COMMITTEE MEMBERS

1. Craig Farmer, PE, User Division
2. Jon Wilcoxson, PE, User Division
3. Philip Mauney, PE, Secretary's Pool
4. Jeff Jasper, PE, Secretary's Pool
5. Jim Lile, PE, Governor's Pool