



**PROFESSIONAL SERVICES PROCUREMENT
BULLETIN 2010-09A
STATEWIDE RAILROAD REHABILITATION
CONSTRUCTION INSPECTION AND
TECHNICAL ASSISTANCE**

COUNTY	Statewide
PROJECT DESCRIPTION	Rail Rehabilitation Inspection and Technical Assistance for Transportation Investment Generating Economic Recovery (TIGER) grant for the Appalachian Regional Short Line Project.
PROJECT MANAGER	Lynn Soporowski, PE
USER DIVISION	Division of Planning
APPROXIMATE FEE	\$1,200,000 Upset Limit—Master Agreement An all inclusive hourly rate will be negotiated for Construction Inspection services. Other services will be negotiated Cost Plus a Fixed Fee or Lump Sum via Letter of Agreement.
PROJECT FUNDING	Federal ARRA Funds
PURPOSE AND NEED	To provide inspection services for oversight of railroad rehabilitation and construction. Also to provide technical assistance to review plans and specification related to railroad and structure rehabilitation and construction.
DBE REQUIREMENT	None
METHOD OF DESIGN	The plan must adhere to all FRA guidelines and AREMA recommended practices regarding Class III railroad rehabilitation and construction.

SCOPE OF WORK

To provide Inspection Services for oversight of railroad rehabilitation and construction. Also to provide technical assistance to review plans and specification related to railroad and structure rehabilitation and construction.

The scope of work for the construction engineering and inspection of a project includes performance of duties associated with project engineering / supervision, inspection, sampling and testing, and documentation of the work performed by the Department's Contractor. The engineering / supervision, inspection, sampling / testing, and documentation services will be performed in accordance with the Federal Railroad Administration (FRA) Standards and American Railway Engineering and Maintenance-of-Way Association (AREMA) Recommended practices, procedures, policies, standard procedures, directives, and other requirements. The services to be provided will be to monitor the construction work on a full-time basis, to advise the Department's Representative if the materials are in compliance with the specified requirements and to advise if the construction is performed in compliance with the State's contract requirements.

All work shall be performed on an actual cost basis with the exception of analytical tests. The consultant shall maintain a project cost accounting system that will segregate costs for individual task order and/or projects. The duration of the agreement will be twenty-four months from the authorization date of the agreement.

The services will include:

- A. The performance of engineering and supervisory duties required in the administration of a KYTC construction contract. This includes, but not limited to, contract document interpretation, engineering computations, technical problem solving, claims management, CPM schedule reviews, delay mitigation, construction cost determinations and reviews, and other required duties as necessitated by project events or as assigned by the Department's Representative.
- B. The performance of inspection and material management duties required in the administration of a KYTC construction contract. This includes, but not limited to, project documentation, pay quantities determinations, material sampling and testing (on and off-site), determining and reporting compliance with the contract documents, reporting contract non-compliance issues to the project engineer / supervisor, and other required duties as required by the project engineer / supervisor and/or the Department's Representative.
- C. The determination and documentation of the quality and quantity of materials and work items.
- D. The recording of all pertinent information related to the prosecution and progress of work and, furthermore, to provide measurements and recommendations for acceptance for payment of completed work.

SCOPE OF WORK continued

- E. The maintenance of records and documentation of the work by the methods deemed appropriate or as determined by the Department. Maintain a diary to document daily work and all pertinent activities on the project.
- F. Perform preparation of estimates in the Department's format for payment to the contractor. The estimates will be based on the progressive documentation of work completed which will be maintained by the inspection staff and summarized and compiled on the payment schedule.
- G. Perform or assist as directed by the Department's Representative functions related to the Contractor's compliance with labor standard provisions in the contract, wage determination decisions by the Secretary of Labor, and equal opportunity provisions of the contract; all to the extent of advising the Project Engineer/Supervisor and/or the Department's Representative who has the responsibility for such compliance.
- H. Field inspection and testing of all materials incorporated into the project also includes concrete plant inspection, and asphalt concrete and portland cement concrete plant ticket writing. Other on- and off-site testing duties will be assigned as determined by the Project Engineer / Supervisor or Department's Representative.
- I. The Consultant shall furnish a Nuclear Density Gauge if requested in writing by the Department.
- J. The Consultant shall furnish a Concrete Control Kit if requested in writing by the Department. All equipment furnished shall meet standard FRA policies and procedures and AREMA recommended practices for testing equipment specifications.

For project location and other details, please refer to the Transportation Investment Generating Economic Recovery (TIGER) grant application for the Appalachian Regional Short Line Project.

[Appalachian Application - 5 States.pdf](#)

[Appendices - TIGER Rail Grant.PDF](#)

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

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

Page 1: Basic Project Information

No changes

SPECIAL INSTRUCTIONS continued

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 railroad inspection projects and the use of AREMA recommended practices.

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.

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.

SPECIAL INSTRUCTIONS continued

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 28, 2010 4:30 p.m. E.S.T. (Frankfort time)
1st SELECTION COMMITTEE MEETING	May 12, 2010
NOTIFICATION OF QUALIFICATIONS	May 13, 2010
RESPONSE DATE (2nd proposal—Full Response)	May 26, 2010
2nd SELECTION COMMITTEE MEETING	June 2, 2010
PROJECT SCOPING CONFERENCE	June 16, 2010
TENTATIVE DEADLINE FOR CONSULTANT FEE PROPOSAL	June 23, 2010
CONTRACT NEGOTIATIONS	June 30, 2010
NOTICE TO PROCEED	July 15, 2010
COMPLETION OF ALL SERVICES	June 30, 2012

EVALUATION FACTORS

1. Relative experience of Consultant personnel assigned to project team with railroad rehabilitation and construction 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 railroad and structure projects 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 Federal Rail Administration (FRA) regulations, policy, AREMA recommended practices, and procedure. (20 points)
4. Relative experience and certifications of consultant personnel assigned to project team. (10 points)
5. Capacity of project team to comply with project schedule. (5 points)
6. Past record of performance on projects of similar type and complexity. (10 points)
7. Project approach and proposed procedures to accomplish the services for the project. (10 points)
8. 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. Lynn Soporowski, PE, User Division
2. Steve Ross, PE, User Division
3. Vicki Boldrick PE, Secretary's Pool
4. Mike McGregor, PE, Secretary's Pool
5. David Atwell, PE, Governor's Pool