

# **A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT**

Department of Highways  
Professional Services Procurement Bulletin 2014-04  
Christian / KY 107 / 2-8703

This document constitutes a Request for Proposals for Personal 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 – Christian

Route – KY 107

Item No – 2-8703

Project Description – Widen and improve KY-107 from Gateway Lane (MP 16.823) to KY 380 (17.169).

## **II. PROJECT INFORMATION**

Project Manager – Byron L. Johnson, P.E.

User Division – Highway Design

Approximate Fee – \$250,000 Preliminary Engineering and Final Roadway Design (Lump Sum)

Project Funding – State Funds (SPP)

Project Length – 0.346 Miles

## **III. PURPOSE AND NEED**

This project is needed to reduce traffic congestion and improve safety and traffic flow. KY 107 is an urban arterial within the city limits of Hopkinsville that links several schools.

## **IV. DBE REQUIREMENT**

None

## **V. SCOPE OF WORK**

The selected Consultant will be responsible for Preliminary Engineering and Final Roadway Design, including the preparation of preliminary line and grade plans, drainage design, right-of-way plans, construction plans, traffic control plans, cost estimates, and advanced situation folders for structural design.

## **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:  
<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

## **VII. AVAILABLE STUDIES**

[Christian County Item 2-8703 – DNA 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.

## **IX. ENVIRONMENTAL**

The Department will provide any necessary Environmental Services.

## **X. PHOTOGRAMMETRIC SERVICES**

The Consultant will field survey the project.

## **XI. STRUCTURE DESIGN**

The Consultant shall provide the necessary engineering service to submit an Advanced Situation Folder(s) to the KYTC for the appropriate applicable structure(s). The Structure Design will be performed by the Consultant. Prequalification in the area of Structure Design is required to be identified in the Consultant's Response to Announcement.

## **XII. GEOTECHNICAL SERVICES**

The Department will provide all Geotechnical Services required for the project.

## **XIII. TRAFFIC**

Traffic projections and related information will be provided by the Department.

## **XIV. PREQUALIFICATION REQUIREMENTS**

To respond to this project, the consultant project team must be prequalified in the following areas by the date of this advertisement.

### **ROADWAY DESIGN**

- Rural Roadway Design
- Urban Roadway Design
- Advanced Traffic Engineering Design and Modeling
- Surveying

### **STRUCTURES**

- Spans under 500 feet

## **XV. PROCUREMENT SCHEDULE**

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

RESPONSE DATE • Wednesday, October 30<sup>th</sup>, 2013 4:30 p.m. E.S.T. (Frankfort time)

FIRST SELECTION COMMITTEE • November 5, 2013

SECOND SELECTION COMMITTEE • November 19, 2013

PRE-DESIGN CONFERENCE • November 25, 2013

TENTATIVE DEADLINE FOR CONSULTANT FEE PROPOSAL • December 4, 2013

CONTRACT NEGOTIATIONS • December 13, 2013

NOTICE TO PROCEED • February 1, 2014

## **XVI. PROJECT SCHEDULE**

PRELIMINARY LINE AND GRADE INSPECTION • June 1, 2014

FINAL JOINT INSPECTION • January 15, 2015

FINAL ROADWAY PLANS • August 1, 2015

FINAL STRUCTURE PLANS • August 1, 2015

## **XVII. EVALUATION FACTORS**

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

1. 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)
2. Capacity to comply with project schedule. (10 Points)
3. Past record of performance on projects similar in type and complexity. (15 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (20 Points)
5. Consultant's offices 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.

**XVIII. SELECTION COMMITTEE MEMBERS**

1. Byron L. Johnson, P.E., User Division
2. David Martin, P.E., User Division
3. Sam Hale, P.E., Secretary's Pool
4. John Moore, P.E., Secretary's Pool
5. Brad Rister, P.E., Governor's Pool

