

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2016-08 Statewide Environmental Studies

This document constitutes a Request for Proposals for 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

Four (4) consultant firms will be selected to provide environmental studies, document preparation, and laboratory services on a statewide basis for two (2) years.

II. PROJECT INFORMATION

Project Manager – Danny Peake

User Division – Environmental Analysis (DEA)

Approximate Fee – \$800,000 per contract (Cost Plus a Fixed Fee)

Work will be assigned via Letter Agreement, not to exceed \$100,000 per Letter Agreement

Project Funding – State and Federal Funds

III. PURPOSE AND NEED

To obtain services for the full range of environmental activities, when needed, on a statewide basis for both six-year highway plan and non-six year plan and/or non-highway projects.

IV. DBE REQUIREMENT

Consultant team should include a DBE Participation Plan with their Response to Announcement. An additional page will be allowed with the Project Approach (Page 7) in the Response to Announcement to convey this plan. A maximum of 4 points will be considered in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

ENVIRONMENTAL STUDIES

1. Environmental studies required to obtain location approval including Air Quality Analysis, Highway Noise Analysis, Socioeconomic Impact Analysis, Aquatic Ecosystem Analysis, Terrestrial Ecosystem Analysis, Wetland Delineation, Wetland Design/Restoration and

Monitoring, Stream Classification, Stream Restoration/Mitigation and Monitoring, Section 401/404 permitting, Underground Storage Tank and Hazardous Material Investigations, and Historic/Archaeological Resource Investigations.

2. Mitigation and Remediation as required in any of the aforementioned studies.

DOCUMENT PREPARATION

1. Technical reports necessary to adequately address specific areas of impact in each of the aforementioned areas.
2. Environmental documentation (EA/FONSI, EIS, CE) necessary for project location approval.
3. Design drawings and data necessary for 401/404 permit/WQC applications.

LABORATORY SERVICES

1. Interested consultants will not be required to comply with the requirement of utilizing a laboratory prequalified with the KYTC and for UST/Hazmat Services. Criteria for identification of acceptable testing facilities will be discussed with the selected consultant(s) who will provide KYTC with a proposed list of laboratories for approval.

VI. SPECIAL INSTRUCTIONS

The Department reserves the option to modify the selected consultants' 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).

Four (4) firms will be selected to provide these services. The contract period is a two (2) year contract with no new work assigned after June 30, 2018, although the contract may be extended for time to complete work already assigned. Contracts will have an upset limit of \$800,000. 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 the upset limit or extended for time to assign new work. No letter of agreement shall exceed \$100,000 without written approval from the State Highway Engineer.

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 rotational 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, does not respond to an invitation to perform services for a project within seven (7) days, or the Department and Consultant cannot agree on reasonable scope of work and fee for services, documentation shall be placed in the project files and the next firm on the rotating list shall be offered the project.

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

- Page 4 (A-E) Resumes, may be expanded, not to exceed 10 pages total (A-J).

- Page 5 (A-B) Workload / commitments, not to exceed 4 pages total (A-D).
- Page 6 (A-E) Project Experience, may be expanded, not to exceed 10 pages total (A-J).

Instructions for Response to Announcement can be found at:

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

VII. PREQUALIFICATION REQUIREMENTS

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

ROADWAY DESIGN

- Surveying

ARCHAEOLOGY

- Prehistoric
- Historic
- Air Quality Analysis
- Cultural Historic Analysis
- EIS Writing and Coordination
- Socioeconomic Analysis
- Stream Mitigation

AQUATIC TERRESTRIAL ECOSYSTEMS

- Fisheries
- Macro-invertebrates
- Water Quality
- Botany
- Zoology
- Wetlands

ENVIRONMENTAL & UST/HAZMAT

- Hazmat Preliminary Site Assessment (Phase I)
- Hazmat Site Recon/Sampling (Phase II)
- Hazmat Remediation Services
- UST Preliminary Site Assessment
- UST Leak Detection/Monitoring
- UST Tank Removal/Disposal
- UST Site Remediation Services

VIII. PROCUREMENT SCHEDULE

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

- Bulletin Posted – February 9, 2016
- Response Date – March 2, 2016 by 4:30 PM ET (Frankfort time)

- First Selection – March 7, 2016
- Final Selection – March 23, 2016
- Scoping Conference – March 30, 2016
- Notice to Proceed – May 19, 2016

IX. PROJECT SCHEDULE

Individual project schedules will be assigned by Letter Agreement on a project-by-project basis.

COMPLETION OF ALL SERVICES – June 30, 2018

X. EVALUATION FACTORS

1. Relative experience of consultant personnel assigned to project team with highway projects for KYTC and/or for federal, local or other state governmental agencies. (15 Points)
2. Capacity to comply with project schedule. (15 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. (15 Points)
5. DBE Participation Plan. (4 points)
6. 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.

XI. SELECTION COMMITTEE MEMBERS

1. Danny Peake, User Division
2. Tim Foreman, User Division
3. Travis Thompson, PE, Secretary's Pool
4. Ron Matar, PE, Secretary's Pool
5. Joe Walker, Governor's Pool