

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

## **Department of Highways Professional Services Procurement Bulletin 2018-03 Statewide Scour Assessment and Cross Sections**

This document constitutes a Request for Proposals for Professional Service Contract from qualified individuals and organizations to furnish engineering services as described herein for the Commonwealth of Kentucky, Department of Highways. The individuals and organizations must be qualified as stated in KYTC's Bridge Inspection Procedures Manual and pre-qualified for In-Depth Structure Inspection as listed on the Division of Professional Services website.

### **I. PROJECT DESCRIPTION**

County – Statewide

Project Description:

Package 1 – Perform approximately 500 bridge scour assessments and approximately 100 channel cross sections over a one year period (2018).

Package 2 – Perform approximately 450 bridge scour assessments and approximately 80 channel cross sections over a one year period (2018).

Package 3 – Perform approximately 400 bridge scour assessments and approximately 210 channel cross sections over a one year period (2018).

### **II. PROJECT INFORMATION**

Project Manager – Erin Van Zee, P.E.

User Division – Bridge Maintenance

Approximate Fee – Package #1 – \$250,000

Package #2 – \$220,000

Package #3 – \$240,000

Contracting Method – Cost Plus a Fixed Fee

Project Funding – Federal Funds

### **III. PURPOSE AND NEED**

Perform bridge scour assessments and channel cross sections for structures in KYTC's inventory that have no documented plans. Provide bridge scour countermeasures design plans and specifications. Evaluation of observed scour and streambed stability within the limits of the bridge.

### **IV. SCOPE OF WORK**

The selected Consultants will perform scour assessments and channel cross sections of selective structures in accordance with current NBIS standards as specified by the Division of Maintenance and KYTC's Bridge Inspection Procedures Manual. This will include the following:

- Perform bridge scour assessments in accordance with HEC 18 and 20.
- Perform channel cross sections, limits defined by KYTC
- Perform scour risk calculations
- Perform hydraulic analysis including scour analysis and stream stability to determine the flow characteristics during different flood events to assess scour and coding of Item 113 if required.
- Inspecting the current scour conditions of each bridge structure
- Determining the extent of the bridge scour
- Provide engineering design services to develop a countermeasure plan of action (POA) to correct bridge scour or stream stability issues in accordance with HEC 18 and HEC 23 (latest edition) if required.
- Produce a Contract Ready Proposal (CRP) in the current KYTC format to implement the plan of action if required.
- Provide other scour related engineering services that may be defined by the KYTC.

The scour assessment reports shall be in digital format consistent with recent reports and compatible with the Division of Maintenance's current software and documenting procedures. The reporting will include entering the completed scour assessment/cross section reports, summary notes, and National Bridge Inspection (NBI) coding information (113). The final report and engineering design shall bear an engineer's seal that is licensed in the State of Kentucky.

#### **V. DBE REQUIREMENT**

None

#### **VI. STRUCTURES TO BE INSPECTED**

Lists of Structures and locations for Statewide Scour Assessment/Channel Cross Section:

##### **Package 1**

[Scour Assessment - Package 1](#)

[Cross Sections - Package 1](#)

##### **Package 2**

[Scour Assessment - Package 2](#)

[Cross Sections - Package 2](#)

##### **Package 3**

[Scour Assessment - Package 3](#)

[Cross Sections - Package 3](#)

These lists of KYTC structures for scour assessments and cross sections are preliminary and may be added or removed as needed. KYTC reserves the option to modify the Consultant agreement to include additional scour assessments and cross sections to the packages listed above. The Consultant shall separate the costs of each ~~underwater bridge inspection~~ **scour assessment and cross section** and include the bridge identification number for all bridges **for each fiscal year**.

## **VII. SPECIAL INSTRUCTIONS**

Three (3) Consultants shall be selected to provide engineering inspection services for one (1) year.

Packages will be awarded based upon three (3) geographical regions in the state. Package 1 is comprised of Highway Districts 1, 2, 3, and 4. Package 2 is comprised of Highway Districts 5, 6, 7, and 8. Package 3 is comprised of Highway Districts 9, 10, 11, and 12. Consultants may identify which regions they wished to be considered for in their Response to Announcement; however, the Selection Committee reserves the right to assign Consultants to Packages.

Instructions for Response to Announcement can be found at:

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

## **VIII. PREQUALIFICATION REQUIREMENTS**

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

### Maintenance/Bridge Maintenance Services

- In-Depth Structure Inspection

## **IX. PROCUREMENT SCHEDULE**

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

- Bulletin Posted – September 12, 2017
- Response Date – October 4, 2017 by 4:30 PM ET (Frankfort Time)
- First Selection – October 9, 2017
- Final Selection – October 25, 2017
- Pre-Design Conference – November 1, 2017
- Fee Proposal – November 10, 2017
- Contract Negotiations – November 22, 2017
- Notice to Proceed – December 21, 2017

## **X. PROJECT SCHEDULE**

Draft Report of Scour Assessment/Cross Section Services • Within 7 calendar days after assessment or cross section completion

Final Report of Scour Assessment/Cross Section Services • KYTC Scour Engineer will have 14 calendar days after the draft report is submitted to review, submit report changes, and notify the Consultant by email

Upload Report • The Consultant has 7 calendar days to make all report changes from Central Office to finalize the report and upload into BrM

Completion of All Engineering Services • 28 calendar days

## **XI. EVALUATION FACTORS**

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

1. In-house capacity to perform the required scour assessment/cross section services. (20 Points)
2. Performance on past or similar type projects. (20 Points)
3. Demonstrate familiarity with regulatory requirements and KYTC procedures for In-depth structure inspection of bridges with experience in and scour assessments and cross sections. (20 Points)
4. Project approach to completing the assigned task. (10 Points)
5. Capacity to comply with schedules. (10 Points)
6. Computer development skills with emphasis on new and innovative technology. (5 points)
7. Consultant's offices where work is to be performed. (5 points)

75% - 100% of work accomplished in Kentucky offices (5 points)

26% - 74% of work accomplished in Kentucky offices (2 points)

0% - 25% of work accomplished in Kentucky offices (0 points)

## **XII. SELECTION COMMITTEE MEMBERS**

1. Erin Van Zee, P.E., User Division
2. Mark Swieterman, P.E., User Division
3. Brent Sweger, P.E., Secretary's Pool
4. Darren Back, P.E., Secretary's Pool
5. Brad Rister, P.E., Governor's Pool