

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2022-11 Statewide Bridge Project Delivery Services

This document constitutes a Request for Proposals for a 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

This statewide contract is to provide necessary Bridge Project Delivery Services. Two (2) consultants will be selected to provide services to supplement Department resources for bridge delivery.

II. PROJECT INFORMATION

Project Manager - Royce Meredith, P.E.
User Division - State Highway Engineers Office
Approximate Fee - \$7,500,000 per contract (Cost Plus a Fixed Fee)
Project Funding - State and/or Federal Funds
Contract Term - Two Years

III. PURPOSE AND NEED

Assist the Department in development and delivery of bridge rehabilitation and replacement projects, for deteriorated structures, using a streamlined approach to support expedited letting schedules.

IV. DBE REQUIREMENT

The Consultant team shall include a DBE Participation Plan with their Response to Announcement to help the Department meet the 11.95% DBE goal established by FHWA. The plan needs to demonstrate how DBE companies will be mentored or used to assist in the area(s) pertaining to this contract. An additional page will be allowed in the Project Approach (Section 7) to demonstrate this plan. A maximum of seven (7) points will be considered in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

The Kentucky Transportation Cabinet's (KYTC) Department of Highways (Department) is responsible for inventorying and inspecting over 14,000 bridges located throughout the Commonwealth. As part of this responsibility, KYTC evaluates the condition of the structures and

determines the appropriate load rating (safe vehicle weight).

The Enacted 2023-2024 Highway Plan has identified critical bridges in need of rehabilitation or replacement due to deteriorating conditions. The Cabinet has been tasked with delivering these projects in the biennium.

A portion of these projects will be managed centrally by the State Highway Engineer's Office. This statewide contract is to provide the necessary technical and project development services to deliver assigned bridges to a planned letting date provided by KYTC.

KYTC is seeking services in the following areas:

- Project Management
- Surveying
- Preliminary/Final Engineering
- Plan Development
- Geotechnical Services
- Environmental
- Right of Way Acquisition
- Utility Relocation
- Other duties as determined, not including Program Management

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).

Bridge projects will be assigned in two (2) packages identified prior to the scoping conference. The Department does not anticipate assigning additional bridges during the term of the contract.

Two (2) consultants will be selected and ranked by the Selection Committee to provide these services. The consultant ranked first will be awarded first choice of the two (2) packages while the consultant ranked second will be awarded the remaining package. The Department may modify the selected Consultant's agreement to include additional services associated with the successful delivery of the bridge program. The additional related engineering services may be requested up to a contract upset limit of \$1,000,000 above the initial contract amount for each contract package. No additional service contract shall exceed \$1,000,000 without written approval from the State Highway Engineer.

Instructions for Response to Announcement can be found at:

<https://transportation.ky.gov/ProfessionalServices/Pages/Respond-to-an-Announcement.aspx>

KYTC will allow the following modifications to the standard response format for response to this project advertisement only.

- Section 3: Project Team Organizational Chart, may be expanded not to exceed two 8.5" x 11" pages (A-B) or one 11" x 17" page.
- Section 4 (A-E): Resumes, may be expanded not to exceed 8 pages total (A-H). All Personnel listed below in Section XX - Evaluation Factor Item 1 (Relative Experience of Key Team Members) must be included in Page 4.

- Section 6 (A-E): Project Experience, may be expanded not to exceed 8 pages total (A-H)
- Section 7 (A-D): Project Approach, may be expanded not to exceed 5 pages total (A-E). Total includes additional page for the DBE Plan.

The Consultant shall submit the following certification within their Response to Announcement:

- “I certify that we will comply with the process and procedures in the FHWA-approved KYTC Right of Way Guidance Manual.”

VII. AVAILABLE INFORMATION

[Summary of Bridge Project Delivery Guidance Manual](#)

[Bridge Rehabilitation Example Plan Sets](#)

[Bridge Replacement Example Plan Sets](#)

VIII. CONFLICT OF INTEREST

The following firms *will not be eligible* to perform services as a part of a consultant team for this contract: Stantec Consulting Services, Inc., Qk4, Inc., AECOM Technical Services, Inc., and Strand Associates, Inc. All other design, environmental services, and right-of-way specialty firms are eligible, including but not limited to Prime AE Group, Inc., J.M. Crawford and Associates, Inc., and American Engineers, Inc.

IX. METHOD OF DESIGN

The consultant will design and develop plans per direction provided in the Bridge Project Delivery Guidance Manual, currently under development. In addition to the services detailed below, these services include bridge maintenance services, roadway design, and hydraulic analysis.

X. ENVIRONMENTAL SERVICES

Any necessary Environmental Services are expected to be provided by the Consultant. The anticipated environmental documents will be Categorical Exclusion Level 2 or below. Prequalification of various Environmental Services are required to be identified in the Consultant's Response to Announcement.

XI. SURVEYING SERVICES

The Consultant will be responsible for obtaining the field surveying. Prequalification of Surveying is required to be identified in the Consultant's Response to Announcement. At any time, if the Department has the capacity to provide these services, the Department may retain the advertised services.

XII. STRUCTURE DESIGN

The Structural 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. At any time,

if the Department has the capacity to provide these services, the Department may retain the advertised services.

XIII. GEOTECHNICAL SERVICES

The selected Consultant will provide all Geotechnical Services for the project. Prequalification of various Geotechnical Services are required to be identified in the Consultant's Response to Announcement. At any time, if the Department has the capacity to provide these services, the Department may retain the advertised services.

XIV. TRAFFIC ENGINEERING

ADT and related information will be provided by the Department.

XV. RIGHT-OF-WAY

The selected Consultant(s) shall be responsible for all or any of the following: appraisals; appraisal reviews; negotiations; relocation assistance; project management; titles and closings; property management, and other related acquisition services. Only a pre-qualified right of way consultant firm shall conduct right of way services. At any time, if the Department has the capacity to provide these services, the Department may retain the advertised services.

The contractor shall submit in the proposal an executed certification that he or she will follow the Kentucky Transportation Cabinet Division of Right of Way & Utilities Right of Way Guidance Manual, the Uniform Act and Regulation in 49 CFR part 24 and comply with the Civil Rights act (Title IV) and all other pertinent Federal and State Rules and Regulation regarding right of way activities. The selected Consultant agrees that upon request, staff will be available to assist in responding to FHWA or State inquiries or citations.

When it has become apparent that the condemnation process must be utilized in order to obtain possession of a parcel the selected consultant shall not condemn any parcel without prior approval from the Director of Right of Way & Utilities. Attorneys for condemnation services must be selected from the KYTC Office of Legal Services statewide list.

XVI. UTILITIES

Consultant shall provide services necessary to coordinate the relocation of utilities. Services include but are not limited to coordination with utility owners, execution of agreements, and utility design (if required). At any time, if the Department has the capacity to provide these services, the Department may retain the advertised services.

XVII. PREQUALIFICATION REQUIREMENTS

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

[ENVIRONMENTAL & UST SERVICES](#)

- UST & Hazmat Preliminary Site Assessment (Phase 1)
- Hazmat Site Investigation (Phase 2)

ENVIRONMENTAL AQUATIC & TERRESTRIAL ECOSYSTEMS ANALYSIS

- Fisheries
- Botany
- Terrestrial Zoology
- Wetlands
- Freshwater Macroinvertebrates
- Water Quality

ENVIRONMENTAL ARCHAEOLOGY & OTHER SERVICES

- Air Quality Analysis
- Prehistoric Archaeology
- Socio-Economic Analysis
- Highway Noise Analysis
- Historic Archaeology
- Environmental Document Writing & Coordination
- Cultural-Historic Analysis
- Stream & Wetland Mitigation

GEOTECHNICAL SERVICES

- Geotechnical Engineering
- Geotechnical Drilling
- Geotechnical Laboratory Testing

RIGHT OF WAY SERVICES

- Relocation
- Acquisition
- Appraisal

ROADWAY DESIGN

- Rural Roadway Design
- Surveying
- Urban Roadway Design

STRUCTURE DESIGN

- Spans Under 500 Feet

Utility Design* (see note below)

- *Utility Preconstruction Coordination**
- *Petroleum**
- *Electrical Level 1**
- *Electrical Level 2**
- *Gas Level 1**
- *Gas Level 2**
- *Communication**
- *Water & Sewer Level 1**
- *Water & Sewer Level 2**

**Note – Utility Design prequalifications are not required with the initial proposal as it is uncertain to the extent practicable if they are necessary. Should these services become necessary during the delivery of the project in this or future phases, the selected Consultant team must obtain the required qualifications before providing those services, or bring on a prequalified subconsultant at that time.*

XVIII. PROCUREMENT SCHEDULE

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

- Advertisement Date: May 10, 2022
- Response Date: June 1, 2022 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: June 6, 2022
- Final Selection: June 22, 2022
- Pre-Design Conference: June 29, 2022
- Consultant Fee Proposal: July 8, 2022
- Contract Negotiations: July 20, 2022
- Notice to Proceed: August 10, 2022

XIX. PROJECT SCHEDULE

Specific milestones and target dates for each bridge will be provided to the selected Consultants at the Scoping Conference after bridges have been screened. The following milestones will be the preliminary drop-dead dates to retain these structures for a letting within the '23-'24 biennium.

- Project Scope Verification Submittals October 15, 2022
- Preliminary Plans Submittals March 15, 2023
- Final Plans Submittals December 15, 2023
- PS&E Submittals February 15, 2024

XX. EVALUATION FACTORS

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

1. Relative experience of Project Manager and Discipline Leads (Roadway, Structural, Hydraulic, Environmental, Survey, Geotech, Utilities, Right-of-Way) with the successful delivery of highway construction projects on an expedited schedule for KYTC, and/or other federal, local, or state governmental transportation agencies. (42 points)
2. Demonstration of approach to managing and delivering multiple bridge design projects concurrently on an expedited schedule. (38 points)
3. Available team workload capacity to comply with project schedule. (10 Points)
4. DBE Participation Plan (7 Points)
5. Knowledge of the locality and familiarity of the general geographic area. (3 Points)

XXI. SELECTION COMMITTEE MEMBERS

1. Royce Meredith, P.E., User Division
2. Patrick Perry, P.E., User Division
3. Joseph Van Zee, P.E., Secretary's Pool
4. Stephen De Witte, P.E., Secretary's Pool
5. Cindy Evensen, Governor's Pool