

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2024-04 Statewide Maintenance Design and Repair 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 Maintenance Design and Repair Services. Three (3) consultants will be selected to provide these services on an as-needed basis for two years.

II. PROJECT INFORMATION

Project Manager - Dora Alexander, P.E.
User Division - Maintenance
Approximate Fee - \$750,000 per contract (Upset Limit)
Work will be assigned via Letter Agreement, not to exceed \$150,000
Project Funding - State and Federal Funds
Contract Term - Two Years

III. PURPOSE AND NEED

To ensure the continued structural safety of bridge sized structures for use by the travelling public by providing various bridge maintenance design services.

IV. DBE GOAL

The Consultant team may 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 would demonstrate how DBE companies will be mentored or used to assist in the area(s) pertaining to this contract. If included, an additional page will be allowed in the Project Approach (Section 7) to exhibit this plan. No additional points will be provided in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

Design services shall include digital files of Microstation design drawings and final PDFs, for contract ready proposals (CRPs), including but not limited to, total replacements, superstructure replacements, deck replacements, carbon fiber repairs for impact damage, bearing replacements,

jacking plans, joint replacements of joints larger than 4", pier/abutment patching, and bridge drain repairs.

The CRP notes shall specify that the Contractors perform all work in accordance with the Kentucky Transportation Cabinet, Department of Highway's 2019 Standard Specifications for Road and Bridge Construction and applicable Supplemental Specifications and the latest Standard Drawings, when possible.

When construction processes incorporate techniques and/or materials required for a repair that are not covered by the Standard Specifications, the CRP will include its own detailed construction and material specifications.

CRP notes shall also include provisions for traffic control, and any other provisions deemed necessary to the contract. The appropriate district office will be consulted when developing Traffic Control plans. Finalized CRP's will be submitted to the Division of Maintenance, Bridge Preservation Branch on paper (8 1/2" x 11") and in electronic format. A copy of the engineer's calculations and a cost estimate shall also be submitted as reference support material. If requested an estimator file (.est) shall also be provided. Notes and specifications shall be supplied in Microsoft Word format and drawings/plans shall be supplied in accordance with the Department's current CADD Standards for Highway Plans Policy as appropriate.

If the scope of the work is to complete a total replacement, the required consulting services will include all final structural design engineering and plan preparation necessary for letting a project to construction. The consultant may be required to provide roadway design and surveying on some projects as necessary to prepare a complete set of plans. Consultants may also be required to provide right of way, utilities, and environmental services on some projects as necessary to complete project design and allow for project delivery.

The firms selected to complete a package shall review the proposal on the Kentucky Transportation Cabinet, Division of Construction Procurement website before the letting and shall be available to answer any questions that may arise on a particular project before a contract is let as well as answering any questions that may arise during the construction phase of the repairs.

VI. SPECIAL INSTRUCTIONS

Three (3) consultants will be selected to provide these services for a period of two (2) years with no new work assigned after two years from the Notice to Proceed, although the contract may be extended for time to complete work already assigned. Contracts will have an upset limit of \$750,000. Once the upset limit is reached or the two year term has expired, services may be re-advertised and no additional Letter Agreements will be executed under the contract. Contracts will not be modified to increase the upset limit or extended for time to assign new work. No Letter Agreement shall exceed \$150,000 without written approval from the State Highway Engineer.

The Selection Committee will rank and list the selected Consultants in consecutive order to determine the initial order for which projects will be assigned. Projects will generally be assigned on a rotational basis. The Department reserves the right to select one of the firms outside of the assignment order for a particular project if it is to the benefit of the Department. That firm, if selected out of order, will be skipped in the rotation when their turn comes and the regular order will be followed thereafter. The Division of Maintenance reserves the right to group multiple projects together as one offering if it is advantageous to the Department. The Department may

also add additional work to an existing Letter Agreement, if needed. 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, that firm will not be eligible to accept another project until the remaining firms on the list have been offered a project. If a firm declines a project or does not respond to an invitation to perform services for a project within five (5) business days, documentation shall be provided in the project files and the next firm on the rotating list shall be offered the project.

In case of emergency projects, Consultants must be able to provide plans for three (3) to five (5) small bridge projects in a one-month time frame.

Instructions for Response to Announcement can be found at:

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

VII. STANDARD PERSON-HOURS

The standard person-hours allowed for each “standard” bridge or component are as shown below. These standard rates are to be used on normal projects, but shall be reviewed and approved/revised on a case-by-case basis with each project.

Substructures:

- Breastwall Abutments – 80 hours
- Stub Abutments – 30 hours
- Integral End Bents – 30 hours
- End Bent for Composite PPCDU – 20 hours
- Standard Abutments or End Bents – 10 hours
- Single or Wall Piers – 70 hours
- Multi Column Piers – 70 hours With 8 hours for each additional column
- Intermediate Pile Bent – 50 hours

Superstructure (One, two or three spans):

- “Standardized Superstructures” – 1 hour
- Composite PPCDU (Slab & Box Details per Span) – 20 hours (includes shop plan review)
- Beam Details (Spread Boxes per Span) – 30 hours (includes shop plan review)
- Beam Details (Spread 1-beam per Span) – 30 hours (includes shop plan review)
- Slab Details (Design & Details per Span) – 30 hours
- Construction Elevations – 16 hours

Miscellaneous:

- Title Sheet – 12 hours
- General Note Sheet – 4 hours
- Layout Sheet – 16 hours
- Foundation Layout-Pile Layout Sheet – 8 hours
- Approach Slab (each) – 4 hours
- Reinforced Concrete Cantilever Retaining Wall – 40 hours per wall plus 40 hours per 100 linear feet
- Gravity Wall (Special Design or per Design Section) – 30 hours per wall plus 30 hours per 100 linear feet

Note: The above hours are based on a structure having a Zero (0) degree skew, no phased construction, and a straight structure. Add 10% to the total hours for a skewed structure. Add 25% to the total hours for a phased bridge. Add 25% to the total hours for a curved bridge.

Culverts:

- One Barrel – 100 hours
- Two Barrel – 140 hours
- Triple Barrel – 180 hours

Culvert Extensions:

- One Barrel – 100 hours
- Two Barrel – 140 hours
- Triple Barrel – 180 hours

Culvert Standardized Drawings

- Standardized Culverts – 16 hours

Joint Replacements:

- Site visit and asbestos inspection – 15 hours
- Standard joint – 15 hours

Deck Replacements:

- Site visit and asbestos inspection – 15 hours
- Slab Details (Design & Details per Span) – 32 hours

Overlays:

- Site visit and asbestos inspection – 15 hours
- Standard Overlay with notes and estimate – 15 hours
- Full bridge deck restoration (including overlay, joints, preventative maintenance, deck drain retrofit, concrete patching) – 40 hours

Bearing Replacements:

- Site visit and asbestos inspection – 15 hours
- Standard Bearing replacement with notes and estimate – 30 hours

Note: Person-hours for non-standard scope of work will be negotiated on a case-by-case basis.

VIII. METHOD OF DESIGN

Design shall be by American Association of State Highway and Transportation Officials (AASHTO) Load Resistance Factor Design (LRFD) Specifications, unless otherwise stipulated by the Project Manager. The selected consultant shall utilize the Computer Aided Design and Drafting (CADD) standards for Bridge Design. All submittals shall be in the form of a CADD deliverable and pdf format. The CADD deliverable shall be in MicroStation, .dgn format, using Division of Bridge Design File Format, Seed Files, Cell Files, and Resource File.

IX. PREQUALIFICATION REQUIREMENTS

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

STRUCTURE DESIGN

- Spans Under 500 Feet

Environmental & UST Services * (see note below)

- UST & Hazmat Preliminary Site Assessment (Phase 1)*
- *UST Closure Assessment**
- *Hazmat Corrective Action**
- *UST Site Investigation (Phase 2)**
- *UST Corrective Action**

Environmental Aquatic & Terrestrial Ecosystems Analysis * (see note below)

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

Environmental Archaeology & Other Services * (see note below)

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

Right of Way Services * (see note below)

- Relocation*
- Acquisition*
- Appraisal*

Roadway Design * (see note below)

- Rural Roadway Design*
- Surveying*
- Urban Roadway Design*

Utility Design * (see note below)

- Petroleum*
- Electrical Level 1*
- Electrical Level 2*
- Gas Level 1*
- Gas Level 2*
- Water & Sewer Level 1*

- *Water & Sewer Level 2**
- *Communication**
- *Utility Construction Inspection**
- *Utility Preconstruction Coordination**

** Note: Services indicated by “as needed” above are expected within the proposal but it is uncertain to the necessity of such services within each project. The core purpose of this contract is delivery of maintenance designs and plans for construction. The significance of this core functionality should be reflected in the composition of the proposal.*

X. PROCUREMENT SCHEDULE

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

- Advertisement Posted: October 10, 2023
- Response Date: November 1, 2023 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: November 6, 2023
- Final Selection: November 20, 2023
- Pre-Design Conference: November 29, 2023
- Notice to Proceed: December 20, 2023

XI. PROJECT SCHEDULE

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

- Assignment of All Projects – Within two (2) years from Notice to Proceed
- Completion of All Services – Within initial contract term or by time extension

XII. EVALUATION FACTORS

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

1. Experience with developing bridge repair plans and proposals. (20 Points)
2. 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)
3. In-house capability to perform the required services. (15 points)
4. Demonstrate familiarity with regulatory requirements and Standard Specifications. (15 points)
5. Past record of performance on projects similar in type and complexity. (10 Points)
6. Available team workload capacity to comply with project schedule. (10 Points)

XIII. SELECTION COMMITTEE MEMBERS

1. Dora Alexander, P.E., User Division
2. Ashley Graves, P.E., User Division

3. Amanda Desmond, P.E., Secretary's Pool
4. Zachary Neihof, P.E., Secretary's Pool
5. Brian Wood, P.E., Governor's Pool