



Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

Request for Qualifications

Professional Services for Nebraska Statewide Freight Plan Update

September 22, 2021

Statements of Qualifications are due Wednesday, October 13, 2021, 1:00 P.M.

GENERAL

In accordance with Nebraska Consultants' Competitive Negotiation Act ([Neb. Rev. Stat. §81-1702](#)), the Brooks Act ([40 USC 1101](#)), and [23 CFR 172.5](#), the State of Nebraska, Department of Transportation (NDOT), is issuing a Request for Qualifications (RFQ) for Nebraska Statewide Freight Plan Update. Qualified consultants are invited to submit a statement of qualifications as outlined below. NDOT's website referred to in this document is located at: <http://www.dot.nebraska.gov/business-center/consultant/>

All consultants interested in providing professional services for NDOT are strongly encouraged to review NDOT's template [Standard Professional Services Agreement](#), [Sample Fees and Payments Exhibit](#), and [Insurance Requirements for Professional Service Providers](#) prior to responding to this RFQ. By submitting a statement of qualifications in response to this RFQ, Consultant, and all subconsultants, agree to meet the substantive requirements of these documents. These documents can be found on NDOT's website. An agreement will not be executed unless consultant provides a current overhead schedule and proof of meeting the insurance requirements in the form of an [Insurance ACORD](#). Further information regarding insurance, including a [checklist](#) to assist in submitting an acceptable certificate, can be found at <https://dot.nebraska.gov/business-center/consultant/insurance/>.

This RFQ does not commit NDOT to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services. NDOT reserves the right to award contracts to more than one qualified consultant, to accept or reject any or all responses received as a result of this request, to negotiate with any qualified consultant or to modify or cancel in part or in its entirety the RFQ, if it is in the best interest of NDOT to do so.

In accordance with Nebraska Revised Statute [84-712](#) et.seq., Nebraska Public Records Act, documents provided to NDOT are public records subject to disclosure unless consultant requests in writing that documents must be kept confidential and can demonstrate that such records are confidential under federal or state law.

SCOPE OF SERVICES

Standard Work Categories anticipated on this project are:

102 Transportation Planning

Information regarding the [Standard Work Categories](#) can be found on NDOT's website.

A. OVERVIEW OF THE WORK

This work involves the *update* of the Nebraska Statewide Freight Plan (NSFP) released in 2017. The Plan will be updated by assessing freight trends, needs and issues to evaluate and update (where appropriate) the State's freight goals, strategies and performance measures. These updates will be used for the development and assessment of freight related policy and project selection at the Nebraska Department of Transportation (NDOT). This work may also include analysis of supply chains and associated optimization strategies. This information will be used to improve the freight network and reduce supply chain costs for businesses. This work may also include:

1. Freight volume and commodity flow forecasts
2. Stakeholder engagement and gathering of input
3. Freight economics forecasting
4. Policy review and development

B. QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE

1. The consultant firm or team shall have experienced professionals that are familiar with all aspects of freight planning.
2. The consultant shall have working knowledge of:
 - a. Freight industry standards and technology
 - b. Freight related sections of MAP-21, FAST Act, and the Infrastructure Investment and Jobs Act (or current governing legislation), specifically all "freight plan requirements"
 - c. Freight data sets and forecasting
 - d. Transportation economics
 - e. Mapping and data visualization
 - f. Supply chain analysis

C. SOFTWARE AND EQUIPMENT REQUIREMENTS

1. The consultant must be familiar with Freight Analysis Framework, Transearch and other freight related data sets.
2. The consultant must be familiar with NPMRDS, ATRI and other travel time data sets.
3. The consultant may be required to provide certain services in CUBE software or, with NDOT approval, may use other CUBE-compatible traffic modeling software, such as TRANSCAD.

D. EXPECTATIONS FOR THE DELIVERABLES

1. Updated NSFP
 - a. The NSFP will be completed by **November 1, 2022**.
 - b. The NSFP must be structured to meet ALL requirements of the IJJA (or current governing legislation) and, as applicable, MAP-21.
 - c. The NSFP's planning horizon will be 2045.
 - d. The NSFP must be delivered using editable Microsoft Office applications or similar products that allow NDOT staff to easily make updates as necessary.
 - e. The NSFP will be multimodal in nature and include the diverse components of the Nebraska freight system: highways (motor carriers); rail lines; intermodal; air cargo transportation; and waterways. All analyses and recommendations pertaining to the multimodal freight system in Nebraska will align with the interim

national multimodal freight network as outlined in the FAST Act and other applicable federal documents/designations. A key data set developed after the 2017 NSFP was a multimodal freight commodity flow analysis (Nebraska Supply Chain Optimization Model or NESCOM) that provides a comprehensive look at major commodity flows within, originating, terminating, and passing through the state of Nebraska. The NSFP update may include new supply chain analysis or make use of the NESCOM data.

- f. All objectives associated with the NSFP and work tasks should consider freight concerns from both urban and rural perspectives.
- g. The NSFP should link to the Long Range Transportation Plan (LRTP) and other strategic NDOT plans, allowing NDOT to coordinate stakeholder needs across a variety of planning areas. This will help the NDOT to comprehensively address the movement of freight and address public concerns associated with increased freight traffic across all transportation modes.
- h. The NSFP will provide NDOT with a working document that will allow the agency to address current and near-term freight transportation needs as well as plan for future needs.
- i. Freight stakeholder involvement will be carried out in a variety of ways. This could include informal methods such as interviews and surveys. It may also include stakeholder listening sessions, facilitated freight forums or regular freight group working sessions. The input will come from local governmental partners, chambers of commerce, economic development agencies and other private and public freight partners.
- j. In the context of meeting criteria established in the IIJA (or current governing legislation), as well as providing meaningful data to NDOT, the NSFP update must achieve, at a minimum:
 - i. Review and update the existing multimodal freight transportation system in Nebraska including facilities, services levels, and current and projected commodity flows.
 - ii. Review and update significant trends in statewide, regional, national, and international freight transportation and the implications for Nebraska.
 - iii. Review and update shipper and carrier issues, needs, concerns and policies as related to key industries in Nebraska.
 - iv. Review and update Nebraska's definition of a freight bottleneck, and their locations
 - v. Review and update current, near term and projected safety issues across the multimodal freight transportation system.
 - vi. Review and update desirable intermodal freight connections between freight modes where applicable.
 - vii. Review and update incorporation of ITS and other TSMO elements into the safe and efficient movement of freight.
 - viii. Review and update availability of truck parking and possible options to address shortages (if applicable and appropriate).
 - ix. Review and update recommended approach(es) for fully incorporating freight movement considerations into transportation planning as well as all phases of project development.

- x. Review and update the quantifications of impacts (both positive and negative) of the freight transportation industry on the Nebraska economy.
 - xi. Review and update recommended freight funding strategies.
 - xii. Review and update recommended freight policy framework.
 - xiii. Review and update recommended freight goals, strategies, performance measures and indicators
 - xiv. Review and provide NDOT with an updated list of freight-eligible projects that work in harmony with other project prioritization efforts at NDOT such as Build Nebraska Act (BNA), the NDOT program book, Innovation Task Force, etc.
 - xv. Review supply chain deficiencies brought on by the Pandemic and nationwide labor shortages, along with opportunities to strengthen Nebraska's supply chains.
2. The goal for notice to proceed is December 1, 2021

DETAILS

It is anticipated that one (1) consultant will be awarded the contract for this work. The payment method for the contract may be Lump Sum, Cost Plus Fixed Fee, or Specific Rates of Compensation.

A minimum of three (3) consultants will be short-listed for interviews. The evaluation criteria to be used for the short-listing and final selection is outlined below.

NDOT reserves the right to abandon or terminate any contract at any time and either re-advertise services or utilize its own forces. NDOT also reserves the right to accomplish services for future phases on all projects with the selected consultant, select another consultant, or utilize its own forces.

NDOT will not hold a briefing. All information is contained within this RFQ and on NDOT's website. If additional information is deemed necessary, it will be posted on the same web page as this RFQ and will be labeled as an update. Consultants interested in this RFQ are responsible for checking for updated information.

Interested consultants must have a current [NDOT Form 497, "Architect, Engineer, and Related Services Certification Form"](#) on file with NDOT prior to the deadline identified in the Schedule of Activities. If necessary, a completed NDOT Form 497 should be submitted to: NDOT.PDAnnualCertification@nebraska.gov.

Please submit your Drug-Free Workplace Policy (DF Policy) separate from the response to this RFQ ([DF Policy Example](#)). The DF Policy is a one-time submittal to NDOT. Please do not re-submit unless your DF Policy has changed or you never have previously submitted a DF Policy. While the DF Policy is not a submittal requirement, all consultants must have an acceptable DF Policy on file prior to the deadline identified in the Schedule of Activities. If necessary, the consultant's DF Policy may be submitted via email to: NDOT.PDAnnualCertification@nebraska.gov

Please do not call or write NDOT staff for information regarding the services in this RFQ. Email all inquiries/questions to Randy Eldorado, Procurement Engineer, at: randy.eldorado@nebraska.gov or call (402) 479-4778.

EVALUATION CRITERIA

Short List (70 pts)

A. QUALIFICATIONS (30 PTS)

1. Qualifications of the project manager and key team members to perform the following work tasks
 - a. Freight expertise
 - b. Supply chain analysis
 - c. Ability to engage with stakeholders (SFAC, freight partners, communities, etc.) and apply to freight planning
2. Qualifications and capability of key subconsultants for a. through c. above.
3. Applicability and relevance of comparable projects provided by the Consultant.
4. Knowledge of FAST Act, MAP-21 and the proposed IIJA which will ultimately be the legislation that dictates the requirements of the plan update.

B. PERFORMANCE DATA (10 PTS)

1. Performance evaluations by NDOT regarding the work of the Consultant.
2. Project schedule adherence on previous projects with NDOT.
3. Cooperation with NDOT staff on previous projects.
4. If firm has no experience with NDOT, review information obtained from Consultant's references for Consultant's performance with other states, local governments, or appropriate clients. The team should list a minimum of two (2) references in their proposal.

C. UNDERSTANDING OF THE SERVICES TO BE PROVIDED (30 PTS)

1. Consultant demonstrated they understand nature and scope of the projects to be assigned under this on-call agreement.
2. The consultant has recognized and identified special circumstances to be considered for the projects.
3. Consultant provided a logical approach to complete tasks and resolve issues of the project.
4. Consultant has illustrated how they can meet the timeframe.

Final Selection (30 pts, 100 pts total)

D. DISCUSSION OF FOCUS AREA TOPICS (20 PTS)

1. Consultant's interview presentation was clear and concise.
2. Consultant showed knowledge and understanding of topics.

E. COMMITTEE Q & A SESSION (10 PTS)

1. Consultant answered committee questions logically and thoroughly.
2. Consultant demonstrated expertise in the subject matter.

SCHEDULE OF ACTIVITIES	Date (2021)	Time (CST)
RFQ Posted	Sep 22, 29 & Oct 6	
Last Day Updates to RFQ may be posted	Oct 6	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on File at NDOT	Oct 6	4:00 PM
Statement of Qualifications Due	Oct 13	1:00 PM
Post Short-List Consultants & Interview Schedule	Oct 21	4:00 PM
Interview	Nov 1	10am-Noon
Post Final Selections	Nov 4	4:00 PM

NOTE – THE Selected Firm must provide verification that they and all subconsultants have submitted their indirect cost rates and certifications for their latest fiscal year. Latest fiscal year means the last fiscal year with an end date no more than 6 months in the past.

SUBMITTAL OF QUALIFICATIONS

All information must be received by the deadline identified in the Schedule of Activities. No exceptions to this deadline will be given.

One (1) electronic copy (PDF format) of your firm's statement of qualification (SOQ) must be submitted using the Online "[SOQ Submittal Form](#)" link found on the Consultant Services Business Opportunities page. Please "reduce file size" of PDF before submitting.

Submittals are to include the following in the order given below:

1. Front cover to include the consultant, subconsultants (if applicable), and number and title of the RFQ.
2. A letter of interest not to exceed one (1) page.
3. Organizational Chart not to exceed one (1) page.
4. A narrative responding to the established evaluation factors not to exceed four (4) pages.
5. A maximum of four (4) pages of additional supportive material such as charts, tables, resumes, or photos.
6. [NDOT Form 498, "Architect, Engineer, & Related Services Supplement to Statement of Qualifications"](#) not to exceed six (6) pages for the consultant and six (6) pages for each subconsultant. A separate NDOT Form 498 must be submitted for each subconsultant to be used.

INTERVIEWS

Interview date and times for short-listed consultants will be posted on NDOT's website. Interviews will be capped at 20 minutes, followed by up to 15 minutes of Q&A with the selection committee members.

NDOT will make every effort to post the short-listed consultants and the interview schedule on NDOT's website prior to the deadline identified in the Schedule of Activities.

NDOT selection committee will conduct interviews with the short-listed consultants via WebEx at the date/time shown in the Schedule of Activities. Consultant may contact the Procurement Engineer to make any special arrangements.

Upon completion of all the interviews and approval of the Deputy Director, NDOT will post the final selections on NDOT's website prior to the deadline identified in the Schedule of Activities, or as soon as possible.

John Selmer, P.E., Director
Nebraska Department of Transportation

EQUAL OPPORTUNITY EMPLOYER