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DEPARTMENT OF TRANSPORTATION

Request for Qualifications

**Professional Services for I-680 Mormon
Bridges Paint Inspection, Project No. NH-
680-9(35), CN 22632**

October, 2018

Statements of Qualifications are due Wednesday, October 24, 2018, 4:00 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 I-680 Mormon Bridges Paint Inspection, Project No. NH-680-9(35), CN 22632. 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](#).

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:

- 109 Construction Inspection (paint inspection only)

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

A. Overview of the work

This portion of the project involves the inspection of truss painting of the I-680 Mormon Bridges, structure numbers S680 01343L and S680 01343R, over the Missouri River at the Nebraska/Iowa border. The work to be inspected by the Consultant consists of;

- Cleaning and painting the existing steel bridge superstructures to the limits shown on the plans.
- Removal of paint and rust from all portions of the existing bridges as required in the plans.
- Construction of any required containment facilities.
- Collection, site storage and disposal of debris generated during the removal of paint and rust from the structure. The collected paint debris waste will be characterized as hazardous waste and is subject to hazardous waste regulations.
- This work shall be done in accordance with this specification and as directed by the Engineer.
- Click on this [LINK](#) for the plans and specifications.

Services may include, but are not limited to, the following:

1. Painting/coating inspection services.
2. Conduct pre-painting conference with the contractor
3. Review traffic control plans
4. Prepare daily work reports
5. Provide materials sampling and testing during project construction
6. Monitoring, communicating, and enforcing environmental commitments due to painting.
7. Prepare progress estimates
8. Prepare quantity computations and final computations
9. Prepare contractor change orders and work orders
10. Prepare as-built plans
11. Project communications and documentation

B. Qualifications, Knowledge and Experience

1. All work shall be completed by or under the direct supervision of a Nebraska licensed professional engineer. The Consultant shall use engineers and inspectors experienced with all aspects of construction management and inspection, contract management, painting inspection, and environmental commitments and requirements.
2. The Consultant shall review and have a working knowledge of the project plans, special provisions, SSPC Specifications, FHWA Field manual for Bridge Painting inspection, standard specifications (NDOR's Standard Specifications for Highway Construction (Current Edition)), change orders and all other project related contract documents for the construction of projects.
3. The firm(s) selected shall provide Engineer(s) and inspection staff that shall:
 - a. Possess current SSPC BCI Level 1 certification (or equivalent third party certification approved by the SSPC Certification Manager)

- b. Possess current NACE CIP Level 1 certification with Bridge Emphasis (or equivalent third party certification approved by the NACE Certification Manager)
- c. Ensure that all inspection personnel on the active work site have the above qualifications during the painting operation.
- d. Review and have a working knowledge of the current editions of the following authoritative guides and manuals, available at <https://dot.nebraska.gov/business-center/pm/>, related to highway construction, materials:
 - i. NDOR Construction Manual
 - ii. Materials Sampling Guide (NDOR)
 - iii. Standard Methods of Tests – 2006 (NDOR)
 - iv. The Manual on Uniform Traffic Control Devices
 - v. AASHTO Standard Specifications for Transportation Materials and Methods of Sampling and Testing
 - vi. The ASTM Standards
 - vii. NDOR Final Review Manual
 - viii. 2014 PM Best Practice Manual (and Updates)
 - ix. ECODatabase (ECOD)
 - x. FHWA Field manual for Bridge Painting inspection
- e. Assume the duties of “Inspector”, (also referred to in the NDOR Construction Manual as “Construction Technician”); “Project Manager;” and also “Engineer” (unless the context of use of the term “Engineer” would otherwise require), as those terms are defined and duties set out in the Standard Specifications for Highway Construction (2007 Edition). Consultant shall assume that it is responsible for all duties of the “Engineer” unless notified otherwise by the State.
- f. Employ a sufficient number of qualified employees on the project(s) to adequately observe, monitor, inspect, measure, manage, document, report and carry out the other duties of this agreement, so that the project is constructed by the contractor in compliance with the Construction Contract Documents, the Manuals, State and Federal law, rules or regulations and policy. Materials testing shall be carried out by a [qualified laboratory](#).
- g. Attend weekly contractor meetings and partnering meetings led by the project contractor. In addition, the Consultant shall attend meetings with the District construction staff (frequency to be determined) for an on-going review of project documentation.

C. Software and Equipment Requirements

1. The Consultant is required to use AASHTOWare Project as the construction record-keeping system for services.
2. Consultant shall provide its own vehicles, equipment, materials, and supplies necessary to complete the services.
3. Reports and documents must be submitted in a form compatible with Microsoft Office products unless otherwise directed.

4. The Consultant will provide all software and computer equipment required to complete the services.
5. The Consultant will furnish all equipment required to properly perform the inspection services listed below
 - a. One bound copy of the Steel Structures Painting Council surface preparation specification, SSPC SP-1– Solvent Cleaning.
 - b. One bound copy of the Steel Structures Painting Council surface preparation specification, SSPCSP 10 – Near-White Metal Blast Cleaning.
 - c. One bound copy of the Steel Structures Painting Council pictorial standards, SSPC-VIS 3, Guide and Reference Photographs for Steel Surfaces Prepared by Hand and Power Tool Cleaning.
 - d. One bound copy of the most current Steel Structures Painting Council pictorial standards, SSPC-VIS1, Guide and Reference Photographs for Steel Surfaces Prepared by Dry Abrasive Blast Cleaning.
 - e. One bound copy of the Steel Structures Painting Council method SSPC-PA2, Paint
 - f. Application Specification No. 2 - Measurement of Dry Film Thickness with Magnetic Gages.
 - g. One copy of ASTM D4417 Test Methods for Field Measurement of Surface Profile of Blast Cleaned Steel.
 - h. One copy of ASTM D4285-83 (1999) Test Method for Indicating Oil or Water in Compressed Air.
 - i. One Air Thermometer, pocket type, 10°F to 110°F.
 - j. One noncontact Infrared Thermometer, 10°F to 110°F.
 - k. One Contact Thermometer, 10°F to 110°F.
 - l. One Paint Thermometer, 10°F to 110°F.
 - m. One Magnetic Dry-Film Thickness Gage, Type 2 (as defined per SSPC PA-2), with a display capable of measuring 0 to 60 mils in 0.1 mil increments, with calibration shims.
 - n. Two Wet-Film Thickness Gages, Prong Type, capable of measuring 1 to 10 mils in 1 mil increments.
 - o. Digital Psychrometer
 - p. Profile micrometer with replica tape appropriate for the surface profile being measured.

D. Expectations for the Deliverables

1. Consultant shall perform the service described in this scope of services using AASHTOWare Project as the construction record- keeping system.

2. The Consultant shall be present at the project site when appropriate for the painting/coating phase of construction to inspect, observe, monitor, measure, manage, document and report on the progress of the work.
3. Consultant shall fulfill all project duties in a timely manner and shall communicate regularly about the progress of the construction with the District personnel.
4. Consultant is not responsible for the Contractor's means and methods of construction. To the extent the Construction Contract Documents and the Manuals specify sequencing of work, equipment requirements, or other construction methods, the Consultant shall keep the State informed about the progress and quality of the work and shall advise the State about observed or measured deficiencies in the work.
5. Unless required otherwise by the Construction Contract Documents, Consultant shall be responsible for timely completion of all applicable checklists, tests, samples, duties, requirements and provisions of the Manuals. The Manuals will be used to determine what, when, how, the sequence, and other details of the work that must be provided by Consultant, whenever Consultant's duties in these respects are not clearly set out in the Construction Contract Documents.
6. The Consultant will promptly review and approve or reject all construction work on the project, with the right, but not the duty, for the State or FHWA to review for compliance or funding eligibility.
7. Consultant shall be prepared to submit, upon request by the State, copies of all reports of field tests performed by the Consultant. Consultant will take prompt and appropriate action to reject or cause Contractor to remedy the work or materials that do not conform to the contract documents. Additionally, Consultant shall promptly notify State of work that doesn't conform to the contract documents.
8. The sampling and testing type, method and frequency must be completed by Consultant according to the current State of Nebraska Manuals, including the Materials Sampling Guide and the State Standard Methods of Tests (www.transportation.nebraska.gov), and the Construction Contract Documents. For sampling or testing issues or situations that are not covered in the Construction Contract Documents or the Manuals, Consultant shall notify State, provide its advice and request that State can decide what testing type, method or frequency should be applied for this project. Materials testing shall be carried out by a qualified laboratory.
9. Upon completion of the project(s), the Consultant shall certify in writing that the project(s) is complete and prepare a letter of tentative acceptance to the Department.

E. Schedule

The anticipated construction schedule is as follows;

- The letting for the I-680 Mormon Bridges was held 5-3-18 with a tentative start date 9-30-2018.
- Work completed in 2018 include constructing cross overs on the Nebraska and Iowa sides of the Missouri River, performing deck repairs and an asphalt overlay.
- Work contemplated in 2019 includes closing the eastbound structure and shifting traffic to the westbound structure (head-to-head), painting the eastbound structure trusses and performing deck repairs, and performing an asphalt overlay. It is anticipated the eastbound structure will be completed by fall 2019.
- Work contemplated in 2020 includes reducing westbound traffic to a single lane, painting the westbound structure trusses one side at a time and performing deck repairs, and performing an asphalt overlay. It is anticipated the westbound structure will be completed by fall 2019.
- Click on this [LINK](#) for the plans and specifications.

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 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, Consultant Services Engineer, at: randy.eldorado@nebraska.gov or call (402) 479-4778.

EVALUATION CRITERIA

Short List (100 pts)

A. QUALIFICATIONS (40 PTS)

1. Qualifications of the project manager and key team members to perform the services described in the Scope of Services. Consultant's knowledge and understanding of environmental requirements outlined in this RFQ.
2. Consultant has demonstrated they will allocate appropriate and sufficient staff resources or qualified subconsultants to meet project objectives and schedules.
3. Knowledge of applicable federal regulations, and State and Federal procedures related to providing the environmental services.
4. Qualifications and capability of key subconsultants to perform the services outlined in this RFQ.

B. PERFORMANCE DATA (25 PTS)

1. Cooperation, communication, and timeliness of deliverables with NDOT and/or LPA staff on previous projects. If the consultant's team has no experience with NDOT, the consultant should include three (3) references in their response, including contact information, that have directly been involved with similar services.

C. UNDERSTANDING OF THE SERVICES TO BE PROVIDED (35 PTS)

1. Consultant has demonstrated understanding of the key elements of the work
2. Consultant has provided comparable projects for which they have been involved.

Final Selection (100 pts)

A. QUALIFICATIONS (30 PTS)

1. Qualifications of the project manager and key team members to perform the services described in the Scope of Services. Consultant's knowledge and understanding of environmental requirements outlined in this RFQ.
2. Consultant has demonstrated they will allocate appropriate and sufficient staff resources or qualified subconsultants to meet project objectives and schedules.
3. Qualifications and capability of key subconsultants to perform the services outlined in this RFQ.

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

1. Consultant has demonstrated understanding of the key elements of the work
2. Consultant has provided comparable projects for which they have been involved.

C. QUALITY OF INTERVIEW (40 PTS)

1. Consultant's interview was clear and concise.
2. Consultant addressed evaluation factors adequately.
3. Consultant answered committee questions logically and thoroughly.

SCHEDULE OF ACTIVITIES	Date	Time
RFQ Posted	October 3, 10, 17	
Last Day Updates to RFQ may be posted	October 17	5:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on File at NDOT	October 17	5:00 PM
Statement of Qualifications Due	October 24	4:00 PM
Post Short-List Consultants & Interview Schedule	November 2	5:00 PM
Interview	November 16	1:00- 3:00 PM
Post Final Selections	November 21	5:00 PM

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 of the submittal must be emailed to NDOT.PDRFQinfo@nebraska.gov, or sent to the address listed below prior to the submittal deadline.

Consultant Services Engineer
 Nebraska Department of Transportation
 Project Development Division
 1500 Highway 2, PO Box 94759
 Lincoln NE
 PO Box ZIP Code: 68509-4759 Shipping ZIP Code: 68502

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 five (5) pages.
5. A maximum of five (5) 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.

Additional submittal requirements are:

1. All material in the submittal must be formatted for 8½ x 11 paper, single or double spaced.
2. Submittal covers and dividers between the sections are allowed and not included in the page limit.
3. Fold-out or oversized pages are not allowed.

INTERVIEWS

Interview date and times for short-listed consultants will be posted on NDOT's website. Interviews will be capped at 15 minutes, followed by up to 5 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 telephone. Consultant may contact the Consultant Services Engineer to make any special arrangements.

Upon completion of all the interviews and approval of the Deputy Director, the selected consultants will be notified by telephone. NDOT will make every effort to post the final selections on NDOT's website prior to the deadline identified in the Schedule of Activities.

Kyle Schneweis, P.E., Director
Nebraska Department of Transportation

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