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DEPARTMENT OF TRANSPORTATION

# Request for Qualifications

**Professional Services for Construction  
Engineering & Inspection for Lincoln South  
Beltway, DPU-2-6(121), CN 12578E**

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September 2019

**Statements of Qualifications are due Wednesday, October 16, 2019, 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 Construction Engineering & Inspection for Lincoln South Beltway. 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 – Lincoln South Beltway CE&I

Standard Work Categories anticipated on this project are:

202 Engineering Survey

## 205 Materials Testing

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

**A. QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:**

**Project Description:** The Lincoln South Beltway (project) is located just south of the urbanized city limits of Lincoln in Lancaster County, Nebraska. The project connects existing US Highway 77 (US-77) to existing Nebraska Highway 2 (N-2). The proposed mainline of the project extends from US-77 to N-2, with the majority of the mainline being located between Saltillo Road and Bennett Road. Just east of S. 98th Street, the mainline traverses northeast between Saltillo Road and N-2 to connect with N-2 at S. 120th Street. The project begins on US-77 near mile marker (MM) 53.60, proceeding east-northeast on a new alignment near MM 53.40 and connecting US-77 to N-2 near MM 467.60 on N-2.

The project constructs a four-lane divided freeway, approximately 11 miles long, and includes interchanges at US-77/Saltillo Road, S. 27th Street, S. 68th Street, S. 82nd Street, and N-2/S. 120th Street. Overpass structures will be constructed at S. 25th Street, Salt Creek, the Homestead Trail, Burlington Northern Santa Fe (BNSF) Railroad, S. 54th Street, Saltillo Road (east of S. 98th Street), Omaha Public Power District (OPPD) rail spur, and S. 134th Street. The project requires new construction, reconstruction, and realignment of local roads along the proposed mainline, US-77, and N-2. Construction activities will occur along the following local roadways: Bennett Road, Saltillo Road, Rokeby Road, Breagan Road, Shrine Way, 14th Street, 27th Street, 38th Street, 54th Street, 68th Street, 70th Street, 82nd Street, 84th Street, 96th Street, 98th Street, 120th Street, 134th Street, 148th Street, and frontage roads.

Details of the project include: construction of roundabouts and cul-de-sacs on local roadways; relocation or reconstruction of access to businesses, residences, and farm fields; roadway removal; utility relocations; incorporating water quality treatment BMPs; bridge and culvert construction; and lighting, traffic signal, signage, and fence installation.

**ANTICIPATED PROJECT CONSTRUCTION SCHEDULE:**

Work that must be finished by the end of year 3:

- US-77 and N-2 Freeway.
- West US-77/N-2 System Interchange.
- Saltillo Road Service Interchange (west end).
- 27th/38th Street overpass (including minimal roadway/ramp grading and paving so as not to require a lane closure on the freeway for completion and so that no equipment is stopped within 100-feet of the traffic on the freeway). The overpass does not need to be open to traffic.
- 54th Street Overpass and Roadway Improvements.
- 68th/70th Street Service Interchange (including local road connection to 68th Street south of the interchange and the roundabout at 70th and Saltillo including necessary tie-in construction to 70th Street & Saltillo Rd).
- 82nd/84th Street Overpass (including minimal roadway/ramp grading and paving so as not to require a lane closure on the freeway for completion and so that no equipment is stopped within 100-feet of the traffic on the freeway). The overpass does not need to be open to traffic.
- Saltillo Road Overpass near 96th Street.

- 96th & 98th Street Connections to Saltillo Road.
- Nebraska Highway/120th Street Service Interchange (including all improvements to 120th Street).
- Wetland and Stream Mitigation (including the permanent planting).
- All remaining work must be finished by the end of year 4.

**SCOPE DETAILS INCLUDE**

1. Request is for 6 full time construction inspectors for the Lincoln South Beltway Project. Inspectors will be managed, take direction from and report directly to NDOT Project Manager for the project.
2. Request is for construction inspectors for the Lincoln South Beltway Project to perform various construction duties as assigned by NDOT Project Manager. The inspection duties could vary widely dependent on contractor's schedule and activities occurring on the project.
3. Report to NDOT facility daily as determined by NDOT PM.
4. Perform construction inspection duties as assigned by NDOT PM. Goal is to maintain environmental compliance with all commitments stated in the project special provisions. Other inspection duties to be performed as assigned.
5. Require 40 hours per week, to include, but not limited to Monday thru Friday with additional hours and days as required by contractors work schedule and NDOT PM. This may include nights, evenings and weekends as necessary.
6. Consultant inspectors to assume duties with NDOT staff for a minimum of 24 hours per week after the award of the project contract.
7. Consultant inspector to assume full-time duties with NDOT staff as stated in item 4 at least 30 days prior to the start date of the project.
8. Specific inspection duties for Standard Work Category 101; Environmental Studies shall include performing all environmental inspections of contractor work. Specifically to include, but not limited to, contract environmental commitments, Storm Water Pollution Prevention (SWPP), COE 404 regulations/commitments and related work being performed by the contractor. Specific inspection duties for Standard Work Category 109; Construction Inspection shall include performing all roadway grading inspection of contractor work. Specifically to include, inspection of all grading activity assuring work is performed according to project plans, specifications and special provisions.
9. Measurement of pay quantities associated with specific inspection duties.
10. Provide accurate quantities to the contractor for the ordering of BMP's utilizing GPS survey equipment.
11. Ensure BMP's are installed according to the plans, contract specifications and environmental commitments.
12. Detailed daily documentation of contractor work performed in SiteManager to include, but not limited to, daily work reports, measurement and payment of quantities, and sampling information.
13. Track, obtain, and document materials sampling requirements.
14. Maintain temporary erosion and sediment control plan.
15. Ability to utilize GPS survey equipment and process survey data.
16. Ability to perform data entry in software programs other than SiteManager as required.

**B. Qualifications, Knowledge and Experience**

1. Erosion Control Inspector Certification.
2. NDOT required earthwork courses.
3. ACI certified.
4. NDOT Railroad Certification.
5. Knowledge of Grading Inspection field testing equipment using Lightweight Deflectometer equipment and other standard equipment for performing duties.
6. Knowledge of all Lincoln South Beltway project environmental commitments.
7. Knowledge of NDOT, FHWA, USCOE, USFWS, NGPC, Nebraska Historical Society.
8. Knowledge of NDOT borrow/waste/stockpile site regulations.
9. Knowledge of the NDOT 2017 standard specifications.
10. Knowledge of the NDOT construction manual
11. Experience with Data entry in SiteManager software
12. Experience with Data entry in ECOD system
13. Prefer experience processing GPS survey data with Trimble and Microstation software
14. Knowledge of GPS survey equipment and how to utilize the equipment to capture survey data.

**C. Software and Equipment Requirements**

1. Utilize NDOT provided Laptop
2. Utilize NDOT provided SiteManager construction management software.
3. Utilize consultant provided Trimble GPS survey equipment, Trimble R10 or R10-2 base and rover, Trimble TSC7.
4. Utilize NDOT provided Trimble products,
5. Utilize NDOT provided Microstation and Geopak software
6. Utilize NDOT provided ECOD software
7. Utilize NDOT provided OnBase Software
8. Utilize NDOT provided Microsoft Office products
9. NDOT will provide any other necessary software as required to perform assigned duties
10. Will be required to provide own vehicle for daily project use
11. Will be required to provide all of the necessary safety equipment

**D. Expectations for the Deliverables**

1. With initial training and assistance from NDOT personnel, will be required to independently provide accurate GPS survey data for the measurement and quantity documentation of Erosion and Sediment Control items in accordance with methods set forth by the NDOT project staff.
2. Accurate and detailed daily documentation of contractor work performed, quantity payments, and materials sampling and testing information.
3. Project environmental compliance
4. Accurate and detailed documentation of the project environmental compliance as set forth by the project environmental commitments, NDOT standards, and NDOT project engineer methods.

## DETAILS

It is anticipated that up to three (3) consulting firms, each providing 1 to 3 inspectors, will be awarded the contract for this work. The payment method for the contract will be either Cost plus Fixed Fee or Specific Rates of Compensation.

A minimum of five (5) 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 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](mailto:NDOT.PDAnnualCertification@nebraska.gov).

Interested consultants must currently be certified to provide NEPA services for NDOT.

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](mailto: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](mailto:randy.eldorado@nebraska.gov) or call (402) 479-4778.

## EVALUATION CRITERIA

### **Short List (100 pts)**

#### **A. QUALIFICATIONS (40 PTS)**

1. Qualifications of the project inspectors to perform the services described in the Scope of Services.
2. Consultant's knowledge and understanding of environmental services outlined in this RFQ.
3. Consultant has identified a specific number of qualified construction inspection staff to meet project objectives and schedules.

4. Knowledge of applicable federal regulations and procedures, and State specifications related to completing the environmental commitments.

**B. PERFORMANCE DATA (25 PTS)**

1. Cooperation, communication, and timeliness of providing proper inputs into SiteManager on NDOT and/or LPA construction projects.

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

1. Consultant has demonstrated understanding of the key elements of the work
2. Consultant's team has authored approved Categorical Exclusion (CE) documents, Wetland Delineation Reports and Section 404 Permit Applications, and other environmental technical documents. (Consultant should provide a maximum of five (5) documents in their response)
3. Consultant has provided comparable projects for which they have been involved.

**Final Selection (100 pts)**

**A. QUALIFICATIONS (30 PTS)**

1. Qualifications of the project inspectors to perform the services described in the Scope of Services.
2. Consultant's knowledge and understanding of environmental services outlined in this RFQ.
3. Consultant has identified a specific number of qualified construction inspection staff to meet project objectives and schedules.
4. Knowledge of applicable federal regulations and procedures, and State specifications related to completing the environmental commitments.

**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.

<b>SCHEDULE OF ACTIVITIES</b>	<b>Date</b>	<b>Time</b>
RFQ Posted	Sep 25, Oct 2 & 9	
Last Day Updates to RFQ may be posted	Oct 9	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on File at NDOT	Oct 9	4:00 PM
<b>Statement of Qualifications Due</b>	<b>Oct 16</b>	<b>4:00 PM</b>
Post Short-List Consultants & Interview Schedule	Oct 22	4:00 PM
Interviews	Nov 1	8 AM – 10 AM
Post Final Selections	Nov 1	4:00 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](mailto: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 two (2) 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 10 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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