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DEPARTMENT OF TRANSPORTATION

Request for Qualifications

Professional Services for Underwater Bridge Inspection

September 30, 2026

Statements of Qualifications are due Wednesday, October 21, 2026, 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 Underwater Bridge Inspection. 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 PE 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 (indirect cost rate) 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 insurance 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.

Nebraska Public Records Act

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.

Required Title VI Non-discrimination General Assurance

The Nebraska Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders/offerors that it will affirmatively ensure that any

contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

STANDARD WORK CATEGORIES

Standard Work Categories anticipated on this project are listed below. Consultant/team must be certified in the following Standard Work Categories. Information regarding the [Standard Work Categories](#) can be found on NDOT's website.

131 Bridge Inspection

This class will involve the performance of bridge inspection necessary to comply with National Bridge Inspection Standards (NBIS).

SCOPE OF SERVICES

OVERVIEW

The selected consultants will provide statewide underwater bridge inspections for approximately 168 local and State bridges, and 8 Missouri River bridges. The work will also include BrM data entry including all SNBI data update and completion of UW inspection reports for all bridges inspected.

Underwater inspections consisting of Level I inspection work will be completed for each bridge, and Level II inspection work for up to 10% of the bridges. Depending on findings, and at the direction of NDOT, additional Level II and Level III inspections may be required. Probing of the channel bottom and areas adjacent to the substructure for sign of scour and deterioration of riprap or other countermeasures will also be performed. Inspections shall be completed during the period July 1, 2027, through October 31, 2027. Element inspection (condition states 1 to 4) is used for all state bridges in addition to all local bridges on the National Highway System (NHS). NBI inspection (condition rating 1 – 9) is used for local bridges not on NHS.

The Exhibit A for a full description of the scope of services.

DETAILS

It is anticipated that four (4) consultants will be short-listed for interviews, with two (2) consultants will be awarded the contract for the work. The evaluation criteria to be used for the short-listing and final selection are outlined below. Additional bridges may be added that require underwater inspection due to being new or experiencing changed conditions. The payment method for the contract may be Lump Sum, Cost Plus Fixed Fee, or Specific Rates of Compensation.

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 be certified by NDOT or have a completed certification form on file with NDOT prior to the deadline identified in the Schedule of Activities. Instructions for completing the NDOT Annual Consultant Certification form is available at: <https://dot.nebraska.gov/media/g1qb344b/cert-instruc-annual-certification.pdf>

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 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 NDOT Procurement Engineer, at: ndot.pdRFQinfo@nebraska.gov or call (402) 479-4778.

EVALUATION CRITERIA

Short List (70 pts)

A. QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE

1. The inspection team shall meet the qualifications set forth in the State of Nebraska [Bridge Inspection Program Manual](#) (BIPM).
2. The diving team shall meet the minimum diving qualifications required by the Occupational Safety and Health Administration (OSHA) regulations, Commercial Diving Operations ([29 CFR 1910 Subpart T](#)).
3. Consultant is required to provide a three-person crew (Main Diver, Safety Diver and Team Leader) for each bridge inspection; at least one of the crew members shall be a Nebraska certified inspection Team Leader. Additionally, another Nebraska certified team leader is required to perform the QC reviews. The QC reviewer can also share inspection responsibility under the inspection team leader.
4. Consultants must have working knowledge of:
 - a. National Highway Institute (NHI) inspection procedures (completed the NHI Course Number 130055 or 130091).
 - b. Current NDOT Bridge Inspection Program Manual.
 - c. AASHTO Manual for Bridge Evaluation (MBE).
 - d. Current attached Programmatic Agreement(s) between the Federal Highway Administration-Nebraska Division and the Nebraska Department of Transportation for Statewide Bridge Inspection.

B. SOFTWARE AND EQUIPMENT REQUIREMENTS

1. Consultant is required to use the NDOT version of the bridge inspection BrM software identified.

2. Consultant shall provide its own bridge inspection equipment and vehicle(s) for use in completing the bridge inspection services.
3. Reports and documents must be submitted in Microsoft Word, Excel, PDF or other formats as directed by State.

C. EXPECTATIONS AND THE DELIVERABLES

1. Complete inspection of the bridges in a timely manner as scheduled by NDOT. Each bridge in a county is assigned for inspection in one specific month. While the order of inspection is not important, it is very important that all inspection in the county be performed in the assigned month, not sooner or later.
2. Update bridge data in BrM with changes and the conditions observed at each inspection within 30 calendar days from the inspection date.
3. Complete UWI report for each bridge as specified in the BIPM within 90 calendar days from the day of inspection.
4. NDOT and consultant determine the most efficient work schedule resulting in least amount of travel.
5. Anticipated Meetings to be scheduled after consultant selection are:
 - a. Scope of Services meeting – 1 to 3 months after selection
 - b. Negotiation meeting(s) – 2 to 4 weeks after scope of services meeting.
 - c. Final Report – At this meeting the results are summarized by the consultants, and important actions are identified for NDOT.
 - d. Video conference or conference call can be used for these meetings.
6. Consultant shall inform the Inspection Program Manager on any emergency or serious findings immediately.

The Department may conduct interviews/discussions with the short-listed firms to further understand the evaluation criteria responses, and to hear how each firm can best meet the needs of NDOT related to these services. A final tally of evaluation criteria scoring will occur at the conclusion of interview discussions. NDOT will coordinate interview discussions with each short-listed firm to occur within the scheduled dates shown below.

SCHEDULE OF ACTIVITIES	Date (2026)	Time (CST)
RFQ posted	September 30	
Last day questions will be accepted	October 7	4:00 PM
Last day Q&A or updates to RFQ may be posted	October 14	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on file at NDOT	October 21	1:00 PM
Statement of Qualifications Due	October 21	1:00 PM
Post Short-List Consultants & Interview Schedule	October 29	4:00 PM
Interview Discussions	November 5	9:00AM - 12:00PM
Post Final Selections	November 9	4:00 PM

NOTE – Shortlisted Firms may be asked to 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 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" \(MS Word version\)](#) 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 narrative-related material in the submittal must be formatted for 8½ x 11 paper, single or double spaced. Font size for narrative text no smaller than 11 point.
2. Submittal covers and dividers between the sections are allowed and not included in the page limit.

INTERVIEWS

NDOT will conduct interview discussions via telephone or video conference with the short-listed consultants during the time period specified in the Schedule of Activities.

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

Upon completion of scoring 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.

Vicki Kramer, Director
Nebraska Department of Transportation

EQUAL OPPORTUNITY EMPLOYER