



Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

# Request for Qualifications

## Professional Services for Grand Island Rail Crossing Study

---

December 10, 2025

Statements of Qualifications are due **Wednesday, January 7, 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 Grand Island Rail Crossing Study. Qualified consultants are invited to submit a statement of qualifications as outlined below. NDOT's website referred to in this document is located at: <https://dot.nebraska.gov/business-center/consultant/>

All consultants interested in providing professional services for NDOT and Local Public Agencies (LPAs) 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 (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/>.

NDOT is seeking a statement of qualifications from consultants who wish to be considered to provide these services. The selected consultants will be required to follow the [LPA Guidelines Manual for Federal-Aid Projects](#) and all applicable Federal and State requirements and procedures for the local federal-aid projects.

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 insure {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.

- 100 Corridor Studies
- 102 Transportation Planning
- 105 Railroad Planning
- 120 Roadway Design
- 140 Traffic Operation Studies & Design
- 115 Other Environmental Studies
- 211 Public Involvement

**SCOPE OF SERVICES****A. OVERVIEW OF THE WORK:**

The Grand Island Rail Crossing Study will use a data-driven approach to assess the current conditions of 17 public rail crossings along 11 miles of the Burlington Northern Santa Fe (BNSF) Ravenna Subdivision in Grand Island, Nebraska. This Track 1 Planning Project will develop a prioritized Corridor Improvement Plan, recommending crossing closures, grade separations, and targeted safety countermeasures to enhance safety and address unreliable travel routes and emergency response delays caused by frequent train traffic. The study will include an alternatives analysis for the high-volume crossing of N. Broadwell Avenue. Anticipated benefits include enhanced rail crossing safety, better access in communities divided by the tracks, improved mobility for roadway users and trains, faster emergency response times, and improved freight efficiency. The study lays the groundwork for critical infrastructure improvements that will save lives, improve quality of life, and deliver significant returns for Grand Island, BNSF, and the broader region.

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

Previous experience developing **Corridor Safety Plans** or equivalent regional rail crossing studies. Strong project management and coordination capabilities. Understanding of **multimodal transportation**, including bicycle and pedestrian considerations at rail crossings. Innovative thinking toward **community-integrated rail safety solutions** that balance mobility, access, and safety.

- **Technical Planning and Engineering**
- **Environmental & Regulatory**
- **Public and Stakeholder Engagement**

- **Data Analysis and Cost Estimation**
- **Policy and Funding Alignment**

**C. SOFTWARE AND EQUIPMENT REQUIREMENTS:**

Microsoft Office products or equivalent, eBuilder project management cloud-based software, AutoCAD for preliminary design work, and ArcGIS for any planning or safety audit work, as appropriate

**D. EXPECTATIONS FOR THE DELIVERABLES:**

- Development of a purpose and need statement
- Conceptual Engineering
- Public Involvement Plan
- Project Website
- Crossing Evaluations & Recommendations
- Project Prioritization
- Environmental inventory and concerns analysis
- Stakeholder and public involvement
- Cost estimates

**E. SCHEDULE (IF APPLICABLE):**

Federal report period ends 10/31/2027. Final schedule will be developed with selected consultant

**DETAILS**

It is anticipated that three (3) consultants will be short-listed for interviews, with one (1) consultant will be awarded the contract for the work. The evaluation criteria to be used for the short-listing and final selection are outlined below. 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 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 NDOT Procurement Engineer, at: [ndot.pdRFQinfo@nebraska.gov](mailto:ndot.pdRFQinfo@nebraska.gov) or call (402) 479-4778.

## **EVALUATION CRITERIA**

### **A. QUALIFICATIONS (30 PTS)**

1. Qualifications of the project manager and key team members to perform the work.
2. Firm's demonstrated capacity to manage project teams with multiple consultants.
3. Applicability and relevance of comparable projects provided by the Consultant.
4. Knowledge directly related to railroad crossing safety, corridor studies and safety planning.
5. Experience on infrastructure planning and safety projects.
6. Experience conducting corridor studies and developing safety improvement plans for public at-grade rail crossing.
7. Knowledge of the NEPA process and adhering to the purpose and need of the project.

### **B. PERFORMANCE DATA (20 PTS)**

1. Performance evaluations by NDOT regarding the work of the Consultant.
2. Adherence to applicable standards and completeness of previous projects
3. Project schedule adherence on previous projects with NDOT.
4. Cooperation with NDOT staff on previous projects.
5. 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 (20 PTS)**

1. Consultant demonstrated they understand nature and scope of the projects to be assigned under 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.

### **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.

<b>SCHEDULE OF ACTIVITIES</b>	<b>Date (2025)</b>	<b>Time (CST)</b>
RFQ posted	December 10, 17, and 24	
Last day questions will be accepted	December 17	4:00 PM
Last day Q&A or updates to RFQ may be posted	December 24	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on file at NDOT	January 7	1:00 PM
<b>Statement of Qualifications Due</b>	<b>January 7</b>	<b>1:00 PM</b>
Post Short-List Consultants & Interview Schedule	January 16	4:00 PM
Interview	January 26	2:00 PM – 4:30 PM
Post Final Selections	January 30	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's selection committee will conduct interviews with the short-listed consultants via WebEx on the date and time specified in the Schedule of Activities. Interviews will be capped at 15 minutes, followed by up to 10 minutes of Q&A. Consultant may contact the Procurement Engineer to make any special arrangements.

NDOT will make every effort to post the short-listed consultants and interview 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*