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DEPARTMENT OF TRANSPORTATION

Request for Qualifications

Professional Services for Interstate 80, Sarpy
County Interchange (CN 22917)

January 24, 2024

Statements of Qualifications are due Wednesday, February 14, 2024, 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 the Interstate 80 (I-80) Interchange in Sarpy County. 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 (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 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.

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., 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.

- 112 NEPA Studies – Level 2 Environmental Assessments (EA)
- 113 NEPA Studies – Level 3 Environmental Impact Statement (EIS)
- 120 Roadway Design
- 130 Bridge Design
- 140 Traffic Operation Studies & Design
- 160 Right-of-Way Design (Land Ownership Research)
- 161 Right of Way Design (ROW plans)
- 162 Right of Way Design (Legal Descriptions/Plats)
- 200 Aerial Photography/Photogrammetry
- 210 Engineering Survey
- 211 Public Involvement
- 212 LiDAR Acquisition & Processing
- 215 Land Surveying (ROW)
- 230 Hydraulic and Hydrologic Studies

OVERVIEW

Between the years 2020 and 2023, the Metropolitan Area Planning Agency (MAPA), in coordination with the Federal Highway Administration (FHWA); Nebraska Department of Transportation (NDOT); Sarpy County, Nebraska; Papillion and Gretna, conducted a Planning and Environmental Linkages (PEL) study for an area in western Sarpy County that included the I-80 corridor between the Pflug Road overpass on the west and the N-370 interchange on the east. The final PEL report is provided as Attachment A.

The purpose of the PEL study was to consider the existing and reasonably foreseeable planned developments and roadway network within the study area and make an assessment regarding how these factors would influence the operation, capacity, and connectivity of the interstate. The information was used to develop preliminary alternatives to consider as part of future transportation projects and NEPA analyses. These alternatives were further evaluated for anticipated impacts to growth, the transportation network, and human and natural resources to determine which alternatives may be unreasonable to carry forward.

Chapter 5 of the PEL Study details the evaluation and screening process for the proposed interchange locations along I-80. The PEL Study identified two interchange locations that should be carried forward for further evaluation.

- 168th Street and Schram Road

- 192nd Street and Capehart Road

Both these interchange locations provided the highest performance and had the greatest stakeholder acceptance, as shown in Figure 5-16 (PEL Study). Table 5-7 (PEL Study) summarizes the unreasonableness evaluation of the six interchange locations. 168th and 192nd Street interchanges were both shown as reasonable alternatives to be considered further.

The Consultant selected under this RFQ will provide the services described below. The project will be developed in two phases. This project will be developed as a Federal-aid project so Consultant must have the capabilities and NDOT certification to conduct the necessary environmental reviews and create documents required for a NEPA evaluation.

PHASE I – Preliminary/Functional Design, NEPA, and Interchange Justification Report (IJR) Decision

The Consultant will provide survey, environmental resource reviews, traffic analyses, public meetings, and preliminary design of the two interchange locations describe above as part of the alternatives analysis for the NEPA and environmental permitting process.

The Consultant will also prepare an Interchange Justification Report in accordance with 23 CFR Part 624, which is under final approval by FHWA, and 23 CFR Part 625.

The preliminary plans would be further developed as part of the functional design steps. The plans would be updated as part of the public involvement, NEPA and permitting process. The public involvement process will involve stakeholders and public meetings and a NEPA public information meeting or hearing. The Consultant may be responsible for developing documentation to support a class of action determination, to be approved by FHWA, at the onset of the study.

This phase would conclude after establishing the Preliminary Least Environmentally Damaging Practicable Alternative (PLEDPA) and obtaining a NEPA decision and approved IJR. This project may require an Environmental Impact Statement (EIS), however the final decision on class of action remains with FHWA and will be made as the project progresses.

PHASE II – Final Design & NEPA Re-evaluation

At NDOT's discretion, the Consultant may provide final design services. Design plans will be detailed, limits of construction developed, and permits secured. Final plans, quantities and specifications would be prepared for PS&E submittal. Services during construction for revisions to the plans may also be requested. Re-evaluation of the NEPA document after final design is complete will be required. Phase II services will be completed under a new or supplemental agreement.

Along with the interchange design, new right-of-way (ROW), utility rehabilitation, extensive grading, culvert work, and bridge construction are anticipated.

Consultant shall have the necessary knowledge, education, training, certification, and experience to complete the following tasks which support both phases of this project:

PRELIMINARY SCOPE OF SERVICES

Preliminary Design services, including Environmental Documentation as required by the FHWA, must be completed for project approval and 404 permitting. Following is a general description of the services. A basic scope of services (SOS) for most categories is included with the RFQ supporting documents.

Environmental Services

- Assessments required for completion of Class of Action Determination (NDOT-53).
- Prepare necessary environmental documentation including other environmental surveys or services necessary to support and complete the NEPA decision-making process.
- Wetland delineation services to support NEPA evaluation and a Section 404 Permit application.
- Development of a 404 Permit application on behalf of NDOT. NDOT assumes an Individual Section 404 permit would likely be required.
- Aid in development of wetland mitigation requirements, if necessary:
 - Conceptual mitigation plan and mitigation ratio development
 - Mitigation site baseline delineation
 - Final mitigation plan
- Re-evaluation of NEPA document after final design is complete.
- An SOS for this work category is included as Attachment B1.

Roadway Design Services

- Roadway Design to support the services being performed internally and externally for the other work categories if not provided by selected consultant.
- Preparation of Preliminary plans, Functional plans, Limits of Construction plans, plans for distribution to utilities and plans for PS&E submittal.
- Roadway Design will be conducted with consideration of practical design opportunities, solving transportation and safety problems in a manner to minimize cost of improvements that provide positive performance benefits.
- Documenting design decisions and, when necessary, preparing and presenting design exception and relaxations to the Board of Public Roads Classifications and Standards and design exceptions to the FHWA.
- Utility coordination services, including utility locates and mapping, Subsurface Utility Engineering (SUE), conflict determination, avoidance, and coordination with Utility companies.
- An SOS for this work category is included as Attachment B2.

Interchange Justification Report

- The Interchange Justification Report will be prepared in accordance with 23 CFR Part 624, which is under final approval by FHWA, and 23 CFR Part 625.

Hydraulic & Hydrologic Services

- Perform hydraulic and hydrologic analysis at all stream crossings and lateral floodplain encroachment analysis along this project. This includes bridge size and non-bridge size structure locations.
- Preparation of preliminary bridge hydraulic data sheets and reports.
- Floodplain and floodway analysis in mapped areas to determine the profile of the new roadways.
- Floodplain certifications for all design work in mapped floodplain areas
- An SOS for this work category is included with Roadway Design services as Attachment B2.

Bridge Design Services

- Bridge design of the interchange overpass.
- An SOS for this work category is included as Attachment B3.

Survey Services

- Conducting preliminary surveys which may include traditional ground, photogrammetric or lidar surveys.
- Additional preliminary survey, if necessary.
- Right-of-way survey and any additional right-of-way survey, if necessary, may be performed by the selected Consultant or NDOT.
- An SOSs for this work category are included as Attachment B4 and B5.

Traffic Engineering Services

- Traffic data collection (if needed)
- Prepare a comprehensive traffic operations and safety analysis for alternatives being considered at each interchange location (192nd and 168th) and an evaluation of any potential impacts to I-80, adjacent interchanges, and the local roadway network. Accordingly, the information presented previously for both interchange locations can be expanded and further developed through the PE/NEPA process and will ultimately be included in the IJR.
- Prepare a conceptual signing plan to support the IJR.
- An SOS for this work category is included as Attachment B6.

Public Involvement Services

- Public Involvement services would include public mailers, meeting notices, legal notices, news releases, website development, planning and coordinating stakeholder and public meetings, and responding to public comments.
- Public Involvement services necessary to gather input on project alternatives and for the NEPA decision-making process.
- Presentation support is anticipated before local boards, chambers of commerce, and citizen groups, and potentially, individual stakeholders and landowners.
- An SOS for this work category is included as Attachment B7.

Right-Of-Way Services

- The following services will be performed either in-house or by the selected Consultant and will be determined when the project schedule is established.
 - Land Survey (ROW)

- Title research services to establish the boundaries and ownership interests in properties along or affected by the project
- Preparation of ownership and right-of-way (ROW) design plans, creation of legal descriptions and condemnation plats
- NDOT will perform review and oversight for the ROW design process.
- An SOS for this work category is included as Attachment B8.

SCHEDULE

This project is currently in the planning process. The schedule for completion of Phase I services will be determined once the NEPA class of action is established.

DETAILS

It is anticipated that one (1) consultant will be awarded the contract for this work. The payment method for the contract will be Cost Plus Fixed Fee.

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 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

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 (30 pts)**

1. Qualifications of the project manager and key team members to perform the services described in this RFQ. Refer to minimum requirements identified in the [NEPA Studies Qualifications Instructions](#).
2. Consultant's knowledge and understanding of NEPA process and of applicable federal regulations, and State and Federal procedures related to providing the environmental services.
3. Consultant has demonstrated they will allocate appropriate and sufficient staff resources or qualified subconsultants to meet project objectives and schedules.
4. Qualifications and capability of key subconsultants to perform the services outlined in this RFQ.
5. Applicability and relevance of comparable projects provided by the consultant.
6. Computer capability of the firm; GEOPAK OpenRoads technology for design, and MicroStation CAD platform.
7. Knowledge of NDOT Roadway Design Manual, Nebraska Board of Public Roads Minimum Design Standards, Federal Design Standards, and AASHTO's "A Policy on Geometric Design of Highways and Streets".
8. Knowledge and experience in preparing Interstate Justification Reports.

B. PERFORMANCE DATA (20 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.
2. The consultant's team has authored Environment Assessments and other environmental technical documents with minimal revision.

C. UNDERSTANDING OF THE SERVICES TO BE PROVIDED (20 pts)

1. Consultant demonstrated understanding of the nature and scope of work for the project.
2. Consultant's team has authored environmental assessments, Wetland Delineation Reports Section 404 Permit Applications, and other environmental technical documents. (Consultant should provide a maximum of ten (10) documents in their response).
3. Consultant has provided comparable projects for which they have been involved.
4. The consultant has recognized and identified special circumstances to be considered for the project.
5. Consultant provided a logical approach to efficiently get consensus on project decisions and complete tasks.

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.
3. Consultant demonstrated the ability and availability of their team to complete these services on behalf of NDOT.

E. COMMITTEE Q&A SESSION (10 pts)

1. Consultant answered committee questions logically and thoroughly.

SCHEDULE OF ACTIVITIES	Date (2024)	Time (CST)
RFQ posted	Jan 24, 31, and February 7	
Last day questions will be accepted	Jan 31	4:00 PM
Last day Q&A or updates to RFQ may be posted	February 7	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on file at NDOT	February 7	4:00 PM
Statement of Qualifications Due	February 14	1:00 PM
Post Short-List Consultants & Interview Schedule	February 23	4:00 PM
Interview	March 11	1:00PM-4:00PM
Post Final Selections	March 15	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 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.

INTERVIEWS

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.

NDOT's selection committee will conduct interviews with the short-listed consultants at the Department of Transportation, Central Complex, Conference Room 209, 1500 Nebraska Parkway, Lincoln, Nebraska. Consultant may contact the Procurement Engineer to make any special arrangements.

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