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DEPARTMENT OF TRANSPORTATION

Request for Qualifications

Professional Services for Structural Steel Coatings Inspection On-call

June 14, 2023

Statements of Qualifications are due Friday, July 7, 2023, 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 Structural Steel Coatings Inspection On-call. 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 [IDIQ Master On-Call PE Agreement](#), [IDIQ Task Order 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/>.

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.

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.

150 Construction Engineering & Inspection (CE&I)

SCOPE OF SERVICES**Overview of the work**

This portion of the project involves the inspection of coating of the structural steel for bridges within the state of Nebraska. The work to be inspected by the Consultant includes, but is not necessarily limited to:

1. Cleaning and coating the existing steel bridge superstructures to the limits shown on the plans.
2. Removal of paint and rust from all portions of the existing bridges as required in the plans.
3. Construction of required containment facilities.
4. Collection, site storage and disposal of debris generated during the removal of paint and rust from the structure. The collected paint debris waste is considered to be hazardous waste and is subject to hazardous waste regulations.
5. This work shall be performed in accordance with this specification and as directed by the Engineer.

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

1. Coating inspection services.
2. Conduct pre-coating construction 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 coating.
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

Qualifications, Knowledge and Experience

1. All work shall be completed by or under the direct supervision of a professional engineer licensed in the State of Nebraska. The Consultant shall use engineers and inspectors experienced with the appropriate aspects of construction management and inspection, contract management, coating 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 Coating

Inspection, NDOT's Standard Specifications for Highway Construction (2017 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 coating 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. NDOT Construction Manual
 - ii. Materials Sampling Guide (NDOT)
 - iii. Standard Methods of Tests – 2019 (NDOT)
 - 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. NDOT Final Review Manual
 - viii. 2023 PM Best Practice Manual (and Updates)
 - ix. ECODatabase (ECOD)
 - x. FHWA Field manual for Bridge Coating inspection
 - e. Assume the duties of "Inspector", (also referred to in the NDOT 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 (2017 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.

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 necessary to complete the Services.
5. The Consultant will furnish and be knowledgeable of the use of the equipment 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.

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 coating/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.

Schedule

The anticipated projects and tentative construction fiscal year is as follows.

Control Number/ Project Number	Number of bridges	Project Location	Approximate Construction Year
22647	7	Omaha, US-75 from Hamilton - Fort	August 2023
22703	5	Omaha, I-480 from 12 th Street to Missouri River	2024
22807	1	Omaha, I-480 over Missouri River	2024
81089	1	2.5mi South of Valentine, Bryan Bridge Near US-20	2025
22610	7	Omaha, I-480 from 20 th Street to 12 th Street	2026
22853	1	Omaha, Harrison Street over I-80	2026
22609	10	Omaha, I-80/I-480/US-75 Interchange Over UP & BNSF RR Tracks	2027
42945	1	9mi North of Nelson over Little Blue River	2026

DETAILS

It is anticipated that two (2) consultants will be awarded contracts under the Indefinite Delivery Indefinite Quantity (IDIQ) or "on-call" procurement process. The proposed four-year contract term will have a maximum value of \$3,000,000. The contract term may be extended up to 6 months at the discretion of NDOT. Typical Task Orders that will be awarded under this IDIQ contract will range from \$70,000 to \$700,000. The payment method for the individual Task Order Agreements will be Specific Rates of Compensation.

Four (4) consultants will be short-listed for interviews. The evaluation criteria to be used for the short-listing and final selection are 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 (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 and application of federal regulations, and State and Federal procedures related to inspection and compliance with the environmental commitments.
4. Qualifications and capability of key subconsultants to perform the services outlined in this RFQ.

B. PERFORMANCE DATA (10 PTS)

1. Cooperation, communication, and timeliness of deliverables with NDOT 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 (20 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 (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.

SCHEDULE OF ACTIVITIES	Date (2023)	Time (CST)
RFQ posted	June 14, 21, 28	
Last day questions will be accepted	June 21	4:00 PM
Last day Q&A or updates to RFQ may be posted	June 28	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on file at NDOT	June 28	4:00 PM
Statement of Qualifications Due	July 7 (Friday)	1:00 PM
Post Short-List Consultants & Interview Schedule	July 14	4:00 PM
Interview	July 21	9:30AM - Noon
Post Final Selections	July 24	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.

IDIQ ORDERING PROCEDURES

When ordering specific on-call design services NDOT will consider each selected consultant's statement of qualifications along with any performance data on file with NDOT. The selection of a consultant will be based upon the following criteria:

1. Professional qualifications of the firm
2. Specialized experience and technical competence in the type of work required
3. Past performance of similar type of work
4. Capacity of firm to perform the work in a timely manner

Upon selection, NDOT will prepare a Task Order Agreement that will incorporate the provisions of the Master Agreement by reference and includes some or all of the following performance details:

1. Detailed scope of work
2. Detailed description of deliverables
3. Description of performance/quality measures
4. Timeline for delivery of services

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 {discussion} schedule on NDOT's website prior to the deadline identified in the Schedule of Activities. Interview will be capped at 15 minutes, followed by up to 10 minutes of Q&A.

NDOT selection committee will conduct interviews with the short-listed consultants via WebEx. 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