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DEPARTMENT OF TRANSPORTATION

Request for Qualifications

**Professional Services for Mead – US-6/N-31,
CN 13552, Four-lane Divided Highway Capital
Improvement**

January 22, 2025

Statements of Qualifications are due Wednesday, February 12, 2025, at 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 Mead – US-6/N-31, CN 13552. 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.

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
- 112 NEPA Environmental Assessment
- 115 Other Environmental Studies
- 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)
- 215 Land Surveying (ROW)
- 230 Hydraulic and Hydrologic Studies
- 250 Public Involvement

SCOPE OF SERVICES**A. PROJECT LOCATION**

The project is located within Douglas and Saunders Counties, with the N-92 segment beginning at the US-77 / N-92 Junction at approximately reference post (RP) 455+35 and extending east to the US-275 / N-92 Junction at RP 466+37. The US-275 segment will begin at the intersection of US-275 and W. Dodge Rd. at RP 168+65 and extending south and east to the US-6 / US-275 Junction at RP 173+74. The L-28E segment will begin at the US-275 / L-28E Junction at RP 0+00 and extend south and west to the N-92 / L-28E Junction at RP 0+53. See Attachment A.

B. OVERVIEW OF THE WORK:

1. NDOT plans to expand US-275 and N-92 using a 2+2 strategy which involves utilizing the existing two lanes and adding two new lanes adjacent to the existing lanes. The resulting roadway cross section will be a 4-lane divided highway. Where practical, the existing lanes will remain on alignment, and it is proposed to maintain the existing profile. It is assumed that the existing lanes will be resurfaced upon completion of the new lanes.
2. There are eight (8) existing bridge structures and seven (7) bridge-size box culverts that will be considered for replacement, rehabilitation, repair, or extension with twin structures built adjacent to the existing bridge structures to accommodate the new 2+2 facility.
3. New right-of-way (ROW), utility rehabilitation, extensive grading, and culvert work will be required for the expansion of US-275 and N-92.

4. This Project will be developed as a Federal-aid eligible project so Consultant must have the capabilities and NDOT certification to conduct the necessary environmental reviews and create documents required for a NEPA evaluation. A Preliminary Class of Action Determination has not been approved; however, NDOT anticipates an Environmental Assessment (EA) will be required for the Project.
5. The corridor will be developed in three phases, as described below.
 - a. Phase I – Corridor Study, Conceptual Design, NEPA, Public Involvement
 - i. The Consultant will provide environmental resource reviews, traffic analyses, public meetings coordination and materials, and conceptual design of the corridor defined above as part of the alternatives analysis for the NEPA and environmental permitting process.
 - ii. The consultant will collect data and conduct a corridor study to start the conceptual design process. The corridor study would determine if the existing two lanes meet 3R minimum design standards. The study would recommend design criteria for the 3R segments, and the new and reconstruction segments, typical cross-sections, and median width. The study would propose intersection improvements at, the US-275 / N-92 / L-28E Junction, the N-92 and Yutan Rd., US-275 and Skyline Dr. and N-92 and Two Rivers State Recreational Rd. intersections, as well as reviews at other local intersections along the corridor.
 - iii. Intersections will be reviewed for operations and safety and alternative intersection designs for consideration of crashes, traffic volumes, turning movements, costs, and environmental resources.
 - iv. The design and plans would be further developed as required to support the NEPA decision making process, including but not limited to, public involvement, environmental permitting, and as directed by NDOT. The public involvement process will involve stakeholder and public meetings. This phase would conclude after establishing the NEPA decision.
 - b. Phase II – Preliminary/Functional/Final Design
 - i. Phase II services will be completed under a supplemental agreement.
 - ii. Upon receipt of the NEPA decision, NDOT will assess construction projects and sequencing within the corridor based off the information developed in Phase I, associated budget limitations, and other factors which may affect these decisions.
 - iii. Consultant will progress through preliminary and functional design services for one or more of the defined construction segments along the Project corridor. ROW design and plans will be completed either in house or by the consultant. Design plans will be detailed, limits of construction developed, and permits secured. Final Design (Phase III) for segments may be included at NDOT's option. Re-evaluation of the NEPA document during this phase may be required.
 - c. Phase III Final Design
 - i. 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 may be required.

- ii. Consultant shall have the necessary knowledge, education, training, certification, and experience to complete the following tasks which support each phase of this project.

C. PRELIMINARY SCOPE OF SERVICES

Conceptual Design services, including Environmental Documentation must be completed for corridor and NEPA approval. Following is a general description of the services. A basic scope of services (SOS) for most categories is included with the RFQ supporting documents.

1. Environmental Services

- a. Prepare necessary environmental documentation including other environmental surveys or services necessary to support and complete the NEPA decision-making process. NDOT anticipates this project to be processed as and Environmental Assessment (EA).
- b. Re-evaluation of NEPA document after final design is complete.
- c. Provide wetland delineation services to support NEPA evaluation and a Section 404 Permitting requirements. NDOT anticipates an Individual Section 404 permit would likely be required. A preliminary wetland delineation has been completed for the project corridor.
- d. Prepare and coordinate Approved Jurisdictional Determination (AJD) request.
- e. A SOS for this work category is included as Attachment B1.
 - i. Excluded Attachment B1 Environmental Scope items include:
 1. A.1. and A.2. CE Determination Form
 2. A.8. Historic Properties Survey and Evaluation/Section 106 coordination

2. Roadway Design Services

- a. Preparation of Corridor Study, plan set and cross-sections at respective phases of the project, limits of construction, and cost estimates.
- b. The 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.
- c. Documenting design decisions and, when necessary, preparing and presenting design exceptions to the FHWA and design relaxations to the Board of Public Roads Classifications and Standards. A separate supplemental agreement will be developed if it is determined these items are required.
- d. Utility coordination services, including plans to utilities, utility locates and mapping, Subsurface Utility Engineering (SUE), conflict determination, avoidance, and coordination with Utility companies. A separate supplemental agreement will be developed if it is determined these items are required.

- e. A SOS for this work category is included as Attachment B2.

3. Hydraulic & Hydrologic Services

- a. Perform hydraulic and hydrologic analysis at stream crossings and lateral floodplain encroachment analysis along this corridor. This includes bridge-size and non bridge-size structure locations.
- b. Preparation of preliminary bridge hydraulic data sheets and reports.
- c. Floodplain and floodway analysis in mapped areas to determine the profile of the new roadways.
- d. Floodplain certifications for design work in mapped floodplain areas.
- e. A SOS for this work category is included as Attachment B3.

4. Bridge Design Services

- a. Preliminary Bridge design of the drainage structures.
- b. An SOS for this work category is included as Attachment B4.

5. Traffic Engineering Services

- a. Traffic data collection (if needed).
- b. This study will include a safety review of the crash history along this corridor.
- c. The study would propose improvements or alternative designs to the junction of N-92, US-275, and L-28E, as well as reviews at other intersections along the corridor.
- d. The following locations will be reviewed by the consultant:
 - i. Mead
 - ii. Yutan
 - iii. N-92 / 264th St. / Two Rivers State Recreation Rd. intersection
 - iv. Elkhorn River to US-6 / US-275 junction
 - v. US-275 / Skyline Dr. intersection
- e. An SOS for this work category is included as Attachment B5.

6. Public Involvement Services

- a. 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.
- b. Public Involvement services necessary to gather input on corridor alternatives and for the NEPA decision-making process.
- c. Presentation support is anticipated before local boards, chambers of commerce, and citizen groups, and potentially, individual stakeholders and landowners.
- d. A SOS for this work category is included as Attachment B6.

7. Right-Of-Way Services

- a. The following services will be performed either in-house or by the selected consultant and will be determined when individual project schedules are established:
- b. Preparation of ownership and right-of-way (ROW) design plans, creation of legal descriptions and condemnation plats.
- c. Title research services to establish the boundaries and ownership interests in properties along or affected by the project.
- d. ROW Survey.
- e. NDOT will perform review and oversight for the ROW design process.
- f. An SOS for this work category is included as Attachment B7.

D. SCHEDULE

This project is currently in the planning process. Phase I services are anticipated to be complete within 24 months of Notice to Proceed. This 24-month time period includes the completion of the EA/FONSI. A supplemental agreement will be required for Phase II and include a schedule for completion of those activities.

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 is 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

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, key team members, and subconsultants to perform the work.
2. Expertise of consultant's design team with New and Reconstruction projects and innovative project solutions.
3. Applicability and relevance of comparable projects/corridors provided by the Consultant.
4. Consultant's knowledge and experience with the environmental process anticipated for projects in this RFQ.

B. UNDERSTANDING OF THE SERVICES TO BE PROVIDED (20 PTS)

1. Consultant demonstrated understanding of the nature and scope of work.
2. The consultant has recognized and identified special circumstances to be considered as part of the project.
3. Consultant provided a logical approach to efficiently get consensus on project decisions and complete tasks.

C. PERFORMANCE DATA (10 PTS)

1. Performance evaluations by NDOT regarding the work of the Consultant.
2. Adherence to applicable standards and completeness of previous plan submittals.
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.

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 (2025)	Time (CST)
RFQ posted	Jan 22, 29, Feb 5	
Last day questions will be accepted	Jan 29	4:00 PM
Last day Q&A or updates to RFQ may be posted	Feb 5	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on file at NDOT	Feb 12	4:00 PM
Statement of Qualifications Due	Feb 12	1:00 PM
Post Short-List Consultants & Interview Schedule	Feb 21	4:00 PM
Interview	Feb 28	9:00 AM – 12:00 PM
Post Final Selections	March 3	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's selection committee will conduct interviews with the short-listed consultants at the Department of Transportation, Central Complex, Communications Conference Room 103

(formerly known as the Highway Commission Room), 1500 Nebraska Parkway, Lincoln, Nebraska on the date and time specified in the Schedule of Activities. Interviews will be capped at 30 minutes, followed by up to 15 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