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DEPARTMENT OF TRANSPORTATION

Request for Qualifications

Professional Services for NDOT GIS Environment Restructuring

January 28, 2026

Statements of Qualifications are due Wednesday, February 18, 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 NDOT GIS Environment Restructuring. 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 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 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.

102 Transportation Planning

BASIC SCOPE OF SERVICES

Overview of the work

The Consultant shall provide professional GIS consulting and implementation services to assist the Nebraska Department of Transportation (NDOT) GIS Section in restructuring its enterprise GIS environment. The primary objective is to access and transition from the current state-shared ArcGIS portal environment, which introduces instability and limited administrative control, to a fully dedicated, NDOT-controlled, high-availability ArcGIS Enterprise deployment with ArcGIS Roads and Highways (on-premise installation).

This work encompasses GIS system architecture, assessment, design, data migration, application integration, testing, deployment, knowledge transfer and training. The project directly supports NDOT's engineering, planning, safety, environmental, and construction delivery functions by ensuring stable, scalable, and secure access to critical linear-referenced transportation data layers and applications.

The restructuring of the GIS environment enhances the effective use of engineering data and programs that include, but not limited to, the following;

Culvert Inventory	Outfall Collection Inventory
Average Daily Traffic Counts	Overhead Structures Inventory
National Functional Classification	Pre-Scoping Planning Data
Maps	Environmental Reviews
Development Permit Reviews	Section 4(f) Data & Reports
Environmental Permit Reviews	Speed Limits Data
Horizontal Curve Data	Survey Point Data
ROW Corridor Protection	Traffic Signal Data
Local Public Agency Plans	Crosswalk Data

Qualifications, Knowledge and Experience

The Consultant (and key personnel assigned to tasks) must possess the following minimum qualifications:

- At least 10 years of demonstrated experience designing, deploying, and administering ArcGIS Enterprise (versions 11.3) in high-availability configurations for public-sector transportation agencies or similar sized organizations.
- Proven experience implementing Esri Roads and Highways (including event layers, LRS networks, and linear referencing workflows) in at least three state or provincial DOT environments.
- Demonstrated successful migrations of transportation GIS data from ArcGIS Online/Portal shared environments to dedicated on-premise ArcGIS Enterprise deployments.

- Expertise with FHWA Highway Performance Monitoring System (HPMS) data requirements, All Roads Network of Linear-referenced Data (ARNOLD), and linear referencing standards.
- Strong knowledge of transportation industry standards, including:
 - Esri Roads and Highways best practices
 - FHWA HPMS Field Manual and submittal requirements
 - Metadata standards and implementation in ArcGIS Enterprise Portal and GIS Enterprise geodatabases.
- Experience integrating ArcGIS Enterprise with Bentley ProjectWise using Safe Software FME for automated data flows (e.g., survey, ROW, drone deliverables, e-Ticketing). – nice to have but probably not necessary for this project.
- Key personnel must hold current Esri technical certifications (e.g., ArcGIS Enterprise Administration Professional/Associate, Roads and Highways specialty, or equivalent). Not sure if this is needed.
- The consultant must be licensed in Esri, licensure in GSIP or PMP is desirable

Software and Equipment Requirements

- All work shall utilize current Esri-supported versions of ArcGIS Enterprise (base deployment + Portal + Data Store + one or more ArcGIS Server sites), ArcGIS Pro, and ArcGIS Roads and Highways.
- Safe Software FME Desktop and/or FME Flow (formerly FME Server) for ETL and integration tasks.
- Microsoft Windows Server (current LTS versions), SQL Server, and supporting infrastructure for high-availability (load balancers, shared storage, etc.).
- All required Esri software licenses and extensions (including Roads and Highways) will be provided by NDOT.
- No specialized equipment is required beyond standard consultant computing resources capable of remote access to NDOT virtual environments.

Expectations for the Deliverables

Major deliverables include:

- Current Environment Assessment Report (including gap analysis and risk mitigation recommendations)
- High-Availability ArcGIS Enterprise Architecture Design Document (including deployment topology, security plan, backup/disaster recovery strategy) for future NDOT GIS enterprise environment
- Migrated and validated transportation GIS datasets in the new Roads and Highways LRS
- Configured and tested integrations (ProjectWise ↔ ArcGIS via FME, e-Construction, dashboards, etc.)
- Training materials and delivery (hands-on sessions for GIS staff and end-users)
- Technical/instructional manuals for system administration, data maintenance, and application workflows
- Final documentation As-built documentation that contains a complete, accurate, and final set of GIS data, databases, maps, metadata, and system configuration that exactly reflects what was actually built and implemented at the end of the project, not just what was originally planned or designed.

All deliverables shall be provided in both draft and final form. Drafts will be submitted for NDOT review and comment; final versions shall incorporate NDOT comments and be approved in writing by the NDOT Project Manager.

Electronic deliverables shall be provided in native Esri formats (File Geodatabase, ArcGIS Pro project packages, Portal items) and open formats (PDF/A, Excel, Word) and shall be fully compatible with ArcGIS Enterprise 11.x and ArcGIS Pro 3.x. All data and configurations must comply with FHWA HPMS requirements, NDOT data standards, and Esri Roads and Highways best practices.

NDOT reserves the right to review and opportunity for review and approval of all major deliverables prior to final acceptance. Work will primarily be performed remotely or at Consultant offices, with occasional on-site presence at NDOT facilities in Lincoln as required for deployment, training, or troubleshooting.

Some tasks will be performed on an as-needed basis and emergency/response tasks (e.g., critical system outages affecting project delivery) shall be initiated within 4 hours of notification.

All deliverables become the sole property of NDOT and may be incorporated into NDOT's production systems, shared with partner agencies, or used for ongoing maintenance and enhancements without additional licensing restrictions. The Consultant grants NDOT unlimited rights to use, modify, and distribute all work products produced under this contract.

DETAILS

It is anticipated that three (3) consultants will be shortlisted 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

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. Demonstrated qualifications, experience, and technical expertise of the project manager and key team members to successfully perform the required work.
2. Qualifications, capacity, and demonstrated performance of key subconsultants, including their ability to effectively support and integrate with the prime consultant team.
3. Firm's demonstrated understanding of NDOT's mission, business processes, and operational functions as they relate to the GIS team and supporting enterprise systems.
4. Relevance, complexity, and applicability of comparable projects completed by the Consultant, including demonstrated success on projects of similar scope, scale, and technical requirements.

B. PERFORMANCE DATA (20 PTS)

1. Documented performance evaluations or other evidence assessing the Consultant's quality of work, responsiveness, and overall effectiveness on comparable projects for public-sector or similar clients.
2. Demonstrated adherence to applicable standards, specifications, and requirements, including the completeness, accuracy, and timeliness of project plan and deliverable submittals on previous projects.
3. Demonstrated ability to meet project schedules, including effective management of milestones, deadlines, and corrective actions to address schedule impacts or delays.
4. Demonstrated ability to work cooperatively and communicate effectively with client staff, stakeholders, and project teams, including responsiveness to feedback and coordination throughout the project lifecycle.
5. Documented past performance based on references provided by the Consultant, including work performed for state DOTs, local governments, or comparable public-sector or private-sector clients. The Consultant shall provide a minimum of two (2) relevant references with contact information in the proposal.

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

1. The Consultant demonstrates a clear and comprehensive understanding of the nature, scope, and intent of the project to be assigned under this agreement, including anticipated technical, operational, and coordination requirements.

2. The Consultant identifies and appropriately addresses special conditions, constraints, or considerations relevant to the projects, including potential risks, dependencies, or NDOT specific requirements.
3. The Consultant presents a logical, well-structured approach for completing assigned tasks and resolving project issues, including methods for managing scope, schedule, quality, and coordination.

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 (2026)	Time (CST)
RFQ posted	Jan 28, Feb 4, 11	
Last day questions will be accepted	Feb 4	4:00 PM
Last day Q&A or updates to RFQ may be posted	Feb 11	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on file at NDOT	Feb 18	1:00 PM
Statement of Qualifications Due	Feb 18	1:00 PM
Post Short-List Consultants & Interview Schedule	Feb 27	4:00 PM
Interviews	March 13	12:30 - 3:30 PM
Post Final Selections	March 17	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 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