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DEPARTMENT OF TRANSPORTATION

# Request for Qualifications

**Professional Services for On-call  
Independent Cost Estimating Services**

July 9, 2025

**Statements of Qualifications are due Wednesday, July 30, 2025, 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 an Independent Cost Estimator (ICE) for transportation projects. 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/>.

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.

All information related to the creation of the independent cost estimates by the selected ICE will be the property of NDOT and cannot be disclosed by the ICE to any individual or entity but can be disclosed by NDOT to any entity in its sole discretion.

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

Independent Cost Estimator (ICE) Construction Manager / General Contractor (CM/GC) or Progressive Design-Build (PBD) Alternative Delivery Methods. These methods are known as collaborative contracting. The term Contractor Team refers to either a CM/GC Contractor or Progress Design-Builder. The ICE will provide comparative cost, Opinion of Probable Construction Costs (OPCCs), and associated schedule and technical assistance including, but not limited to, providing risk assessment and mitigation strategies and constructability input. NDOT may elect to utilize the ICE to perform constructability, risk analysis, estimating, and scheduling activities on other projects within the transportation program at its sole discretion. The complete Scope of Services is set forth in Attachment A.

1. NDOT will execute an agreement for Pre-Construction Services with a Contractor Team to provide constructability, estimating, and other services during the Preconstruction Phase of a project. The selected Contractor Team will work collaboratively with NDOT and the designer on one or more projects as an integrated team to mitigate risk, improve the construction schedule, provide input into the design, and develop a project that adheres to NDOT's budget.
2. Provided NDOT and the Contractor Team have successfully collaborated in the Preconstruction Phase, NDOT will enter into negotiation for the Guaranteed Maximum Price (GMP) with the Contractor Team for a scope of Construction Services Work, with associated commercial/risk allocations, for each project.
3. If NDOT and the Contractor Team fail to reach agreement on GMP, or any component thereof, or the GMP is not within an acceptable range, then NDOT may reduce the construction scope or terminate the negotiations with the Contractor Team and advertise the project for public bidding and initiate separate procurement for selection of a general contractor to construct the project.
4. The ICE will typically prepare comparative price estimates for the project at each Pricing Milestone. The ICE will use existing market conditions for the OPCCs and to evaluate the GMP proposed by the Contractor Team. The ICE will be involved in project discussions regarding risk and associated cost and schedule impact throughout the development of each project.

**B. ORGANIZATIONAL CONFLICT OF INTEREST**

NDOT has engaged a number of consultants to assist and participate in the project development stages, as well as assist NDOT during the procurement process for the project. Respondents are prohibited from teaming with, receiving any advice or discussion (except discussion in a forum established pursuant to the RFQ) any aspect relating to these services or the procurement with any such consultants, including:

1. American Structurepoint, Inc.
2. Olsson
3. Garver
4. Ballard Spahr LLP

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

1. Experience working with owners, designers, and Contractor Teams, serving as an Independent Cost Estimator or Engineer's Estimator on a CM/GC or Progressive Design-Build project.
2. Ten or more years of recent and relevant estimating experience in highway projects with a knowledge of construction means, methods, and equipment.
3. Experience preparing contractor-style, production-based cost estimates for highway projects.
4. Experience identifying, quantifying, documenting, and implementing project and construction risks and risk avoidance, reduction, and mitigation strategies.
5. Experience in formal risk analysis workshops that includes, but is not limited to, assisting with or conducting probability calculations, cost, and schedule impacts.
6. Experience working with a construction contractor estimating and managing highway construction projects.
7. Experience developing and reviewing construction critical path schedules for highway projects.

**D. KEY PERSONNEL:**

1. The table below provides a brief job description of the Key Personnel assigned to the Project. The number of years of relevant experience listed for each Key Personnel position represents a target goal for evaluation purposes and is not a mandatory or minimum requirement for that position. Respondents should note that, notwithstanding that a Respondent may be shortlisted, NDOT reserves the right to disapprove of a particular Key Personnel individual and require a shortlisted Respondent to replace such individual.

Key Personnel	Job Description/ Relevant Year of Experience
Project Manager	<p>This position is responsible for the ICE's overall management and coordination during the Preconstruction Phase. This person will be the main point of communication.</p> <ul style="list-style-type: none"> <li>• Must have recent experience as a project manager (10 years).</li> <li>• Performed as project manager for a team providing construction estimating, scheduling, and constructability reviews on at least two (2) alternative delivery highway construction or collaborative projects.</li> </ul>

	<ul style="list-style-type: none"> <li>• Demonstrated relevant experience cost estimating, schedule development, and identifying and mitigating risk to a project.</li> <li>• Demonstrated experience in performing constructability reviews including preparation of construction staging and sequencing plans.</li> </ul> <p><i>May serve more than one role</i></p>
Lead Cost Estimator	<ul style="list-style-type: none"> <li>• Ten (10) years of recent and relevant contractor style, production-based estimating experience in highway construction.</li> <li>• Demonstrated experience in performing constructability reviews including preparation of construction staging and sequencing plans.</li> <li>• Had direct responsibility for development of construction cost estimates on at least two (2) highway or bridge projects, one (1) of which must be a collaborative project.</li> </ul> <p><i>May serve more than one role</i></p>
Scheduler	<ul style="list-style-type: none"> <li>• Five (5) years of similar and relevant scheduling experience in highway construction in the last ten (10) years.</li> <li>• Had direct responsibility for development of document control and scheduling work products using Primavera P6 or greater, Microsoft Project, and Microsoft Excel.</li> <li>• Participated in critical path scheduling and analysis efforts on at least two (2) highway projects within the last five (5) years.</li> </ul> <p><i>May serve more than one role</i></p>
Constructability Review	<ul style="list-style-type: none"> <li>• Ten (10) years of similar and relevant construction experience in highway projects and maintenance of traffic.</li> <li>• Had direct participation in the development of project plans, specifications, and/or construction cost estimates on at least two (2) projects within the last five (5) years.</li> </ul> <p><i>May serve more than one role</i></p>

#### **E. EXPECTATIONS FOR THE DELIVERABLES:**

Consultant shall perform the services described in this RFQ and the scope of services (Attachment A).

#### **DETAILS**

It is anticipated that up to four (4) consultants will be shortlisted for interviews, with two (2) consultants awarded contracts under the Indefinite Delivery Indefinite Quantity (IDIQ) or "on-call" procurement process. The evaluation criteria to be used for the short-listing and final selection are outlined below.

The proposed two-year contract term will have a maximum value of \$1,500,000 for each consultant awarded a contract. The contract term may be extended up to 1 year and \$500,000 at the discretion of NDOT. Typical Task Orders that will be awarded under this

IDIQ contract will range from \$100,000 to \$1,000,000. The payment method for the individual Task Order Agreements is expected to be 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**

### **Short List (60 pts)**

#### **A. PAST PERFORMANCE AND EXPERIENCE (20 PTS)**

Discuss the background and experience of the Consultant and its individual team members, in Preconstruction Services (as applicable) and conducting independent cost estimating on highway projects. Include the following:

1. Experience working with owners, designers, and Contractor Teams, serving as an Independent Cost Estimator or Engineer's Estimator on collaborative projects.
2. Experience in highway projects with a knowledge of construction means, methods, maintenance of traffic, and equipment and conducting contractor-style, production-based cost estimates for highway projects.
3. Experience identifying, quantifying, and documenting risk. Experience implementing risk avoidance, reduction, and mitigation strategies.

4. Experience in formal risk analysis workshops that includes, but is not limited to, assisting with, or conducting probability calculations and assessing cost and schedule impacts.
5. Experience developing and reviewing construction critical path schedules for highway projects.

**B. KEY PERSONNEL (40 PTS)**

Discuss the Consultant's Organization and Key Personnel's qualifications to conduct the ICE services. Include the following:

1. The length and depth of experience of the Consultant's Key Personnel in successfully managing the ICE process during the Preconstruction Phase.
2. Discuss past experience working jointly with owners and design firms on highway and bridge projects, with a particular focus on improving constructability and reducing cost.
3. A commitment of time and availability for each of the Key Personnel and identify any other commitments each of the Key Personnel have and how those will be managed to meet the commitments for this project.

**Final Selection (40 pts, 100 pts total)****C. INTERVIEW / APPROACH (40 PTS)**

Discuss the Consultant's project approach that illustrates understanding of CM/GC and PDB delivery and the role of the Independent Cost Estimator. Include the following:

1. Discuss establishing a collaborative environment with the project team and working together to resolve challenges. Demonstrate that the Key Personnel proposed have the ability to work successfully in a collaborative team environment both internally and with the project team.
2. Describe the estimating process that will be used to communicate the cost of each NDOT bid item and the cost of any risk. Discuss the use of NDOT bid items cost data for cost evaluation and comparison. Discuss method to regionalize the cost model to reflect local market conditions. Explain comparison of estimated cost to market conditions, including communicating assumptions, risk, and cost saving innovations. Describe price reconciliation for bid items and estimates out of target range with the CM/GC Contractor.
3. Discuss plans work with the pricing facilitator to guide the project for consistency and comparability between the Consultant (ICE), Contractor Team, and NDOT's estimates with respect to risks, production rates, bid items, and pricing.
4. Discuss how the Respondent's Key Personnel will contribute to building a professional environment but be willing to confront project issues to reconcile items that impact the cost of the project.
5. Discuss review and evaluation of the Risk Register and the plan to support discussions about how risk is assigned to NDOT or the Contractor Team.

6. Provide a discussion of the Project Baseline Schedule, those things that frequently impact schedules, including but not limited to pre-fabrication of construction components, relocation of utilities, outside constraints, construction phasing, seasonal work, and the availability of materials, equipment, and labor.

SCHEDULE OF ACTIVITIES	Date (2025)	Time (CST)
RFQ posted	Jul 9, 16, 23	
Last day questions will be accepted	Jul 10	4:00 PM
Last day Q&A or updates to RFQ may be posted	Jul 23	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on file at NDOT	Jul 30	4:00 PM
<b>Statement of Qualifications Due</b>	<b>Jul 30</b>	<b>1:00 PM</b>
Post Short-List Consultants & Interview Schedule	Aug 15	4:00 PM
Interview	Sep 2	10:00 AM - 3:00 PM
Post Final Selections	Sep 9	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. Resumes of each Key Personnel with one (1) page maximum for each individual.
5. A narrative responding to the established evaluation factors not to exceed ten (10) pages.
6. A maximum of five (5) pages of additional supportive material such as charts, tables, resumes, or photos.
7. [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. 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 at the Department of Transportation, Central Complex, Conference Room 103, 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 20 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

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