

# **NOTICE TO ALL CONSULTING ENGINEERING FIRMS**

## **Solicitation Number S-119-14**

The **SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION (SCDOT)** is seeking proposals from all interested consulting firms experienced in providing **Safety Engineering Services** on an on-call basis necessary for safety analysis, the preparation of preliminary plans, right of way plans, and final construction plans for safety projects statewide in South Carolina.

Requested services include but are not limited to: road safety assessments, crash analysis, surveys, subsurface utility engineering, hydrology/hydraulics, roadway & intersection design (including roundabout design), highway/railway grade crossing improvement design, utility coordination, geotechnical engineering, traffic engineering studies, environmental documentation and permits, and other related duties deemed necessary.

The proposed solicitation will span a three (3) year time frame. The SCDOT will select up to five (5) firms with a maximum total amount not to exceed \$6,000,000. Consultants will be evaluated and ranked based on their score during the selection process. Consequently, work under each On-Call will initially be assigned based on the consultant's ranking. Once the list has been exhausted, work will then be assigned to best maintain equity in the value of work unless an exception is approved. Exceptions are warranted when specialized experience or knowledge to specific project is required and will require justification (see supplemental information).

Supplemental information associated with this solicitation is located at the following link:  
[http://www.scdot.org/doing/constructionLetting\\_Services.aspx](http://www.scdot.org/doing/constructionLetting_Services.aspx).

For questions, please contact the SCDOT Contracting Officer, Wendy Hollingsworth, at (803) 737-0746 or via email at [Hollingswg@scdot.org](mailto:Hollingswg@scdot.org). Electronic Submissions are due no later than 2:00 PM, December 17, 2013.

### **Preliminary Scope of Services**

The Traffic Engineering section of the South Carolina Department of Transportation (SCDOT) intends to engage several engineering firms to furnish engineering consultant services as described herein on an “as-needed” basis. These engineering firms should possess and demonstrate a particularly comprehensive understanding of traffic safety-related knowledge to ensure that the entire project development process (identification, design and implementation) focuses on improving the safety performance at that location. Firms should be familiar with the general principles and practice of transportation safety and demonstrate competence to exercise sound traffic safety engineering judgment. Firms should also have at their disposal the services of a Professional Traffic Operations Engineer. In general, these consultant engineering services will be conducted for the completion of plans and project specific specifications for safety projects statewide.

Engineering Firms should show experience in the following areas of safety evaluation and design:

- Crash Analysis
- Crash Modification Factors
- Highway Safety Manual
- Benefit/Cost Ratio (Economic Evaluations)
- Cost Justifications
- Safety Performance Functions
- Identification of Contributing Factors
- Human Factors
- Access and Roadside Management
- Roundabout Design
- Alternative Intersection Design

The SCDOT will notify the engineering firm(s) in writing as to the services required when the need occurs. The SCDOT will furnish all necessary plans, specifications and other information in the possession of the SCDOT needed for providing the consultant engineering services desired. The services to be provided may include but are not limited to the following:

- Route Surveys
- Subsurface Utility Engineering
- Conceptual, Preliminary, Right of Way, and Final Roadway Plans and Specifications

- Earth Retaining Structures
- Drainage Structures
- Geotechnical Exploration/Testing/Analysis/Design
- Geotechnical Analysis/Design
- Traffic Engineering Studies and Design
- Road Safety Assessments
- Project Specific Specifications
- Construction Support for Design Related Issues
- Construction Cost Estimates
- Traffic Control Plans
- Traffic Signal Plans
- Signing/Marking Plans
- Utility Coordination
- Technical Assistance as needed during construction
- Hydraulic Design and Hydrologic Studies
- Roadway Drainage Plans
- Stormwater Management and Sediment and Erosion Control Design
- Environmental Documentation and Permitting
- Public Involvement and Community Relations
- Roadway Lighting Design
- Other duties as deemed necessary by the Director of Traffic Engineering

## Supplemental Information for Safety Engineering Services

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NOTE: Work awarded under this solicitation includes projects that are being administered by SCDOT and funded by other governmental entities pursuant to an IGA or LPA agreement between the SCDOT and the governmental entity. In those cases, a separate agreement between that governmental entity and the consultant will be prepared and administered by SCDOT to cover the services.

A detailed scope of services is located under this solicitation number (S-119-14) @ [http://www.scdot.org/doing/constructionLetting\\_Services.aspx](http://www.scdot.org/doing/constructionLetting_Services.aspx).

In consultant selection, the SCDOT will consider and conduct a comparative ranking of the firms submitting based upon the following:

50%	Experience, qualifications, and technical competence of the staff proposed for the type of work required
25%	Past performance of the firm/team on similar type projects, responsiveness to the SCDOT, and the availability/readiness of the proposed staff
10%	Team makeup; ability of firm to perform all aspects of the services
10%	Familiarity of the firm/team with SCDOT practices and procedures
5%	DBE utilization plan

The proposal must contain the following: letter of interest, current resume of qualifications, a direct response to each of the selection criteria identified above, and Standard Form 330 (SF 330) as required by the Federal Acquisitions Regulations. All parts of the SF 330 must be completed in its entirety for the prime consultant, any sub-consultants and any sub-contractors.

Consultants are prohibited from submitting on multiple proposals as the prime consultant in response to this advertisement. The preceding, with the exception of SF 330, shall be limited to 20 double-spaced pages printed on one side only.

To qualify as a DBE on this project, the firm must be listed as approved for the type of work to be performed in the South Carolina Unified DBE Directory at the time of the bid submittal. The directory can be found at the following link:

[http://www.scdot.org/doing/doingPDFs/businessDevelop/UCP\\_DBEDirectory.pdf](http://www.scdot.org/doing/doingPDFs/businessDevelop/UCP_DBEDirectory.pdf).

**All responding firms must utilize the SCDOT's new electronic proposal submission process. Information regarding Project Wise can be found at the following link: [http://www.scdot.org/doing/constructionLetting\\_ProjectWise.aspx](http://www.scdot.org/doing/constructionLetting_ProjectWise.aspx). Please contact Eric Stuckey at 803-737-1003 or [StuckeyEC@scdot.org](mailto:StuckeyEC@scdot.org) to set up an account to begin utilizing the electronic submittal process.**

The SCDOT selection will be based on information submitted; however, additional information and/or an interview may be required.

All responders must visibly mark as "CONFIDENTIAL" each part of their submission that they consider to contain proprietary information the release of which would constitute an unreasonable invasion of privacy. All unmarked pages will be subject to release in accordance with law. Proposer should be prepared, upon request, to provide justification of why such materials should not be disclosed under the South Carolina Freedom of Information Act, S.C. Code Section 30-4-10, et seq.

Consultants and sub-consultants must have an SCDOT approved indirect cost rate prior to contract execution. Please refer to the following link for additional information: [http://www.scdot.org/doing/contractor\\_Audit.aspx](http://www.scdot.org/doing/contractor_Audit.aspx).

Consultants shall comply with Title VI of the Civil Rights Act of 1964. The SCDOT strongly encourages the use of and involvement of Disadvantaged Business Enterprises (DBE) on this project.

The contract will be cost plus a fixed fee with a contract maximum, or lump sum, or approved unit cost at the discretion of the SCDOT. There is no guarantee of any specific amount of work.

All electronic proposal submissions and the letter of interest should be addressed to the Contracting Officer, Room 128, at the South Carolina Department of Transportation, P.O. Box 191, Columbia, South Carolina 29202 or 955 Park Street, Room 128, Columbia, South Carolina 29201, no later than 2:00 PM, December 17, 2013.