

## **NOTICE TO ALL CONSULTING ENGINEERING FIRMS**

Solicitation Number S-122-14

The **SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION (SCDOT)** requests a letter of interest and a current resume of qualifications from all interested consulting firms experienced in providing **Transportation Alternatives Design Engineering Services** on an on-call basis necessary for the preparation of preliminary plans, right of way plans, and final construction plans for roadways and bridges in South Carolina. Requested services include but are not limited to: surveys, roadway design, hydrology/hydraulics, construction support services, utility coordination, geotechnical borings and design engineering, environmental documentation and permitting, landscaping design, lighting, and structural design, and other related duties deemed necessary.

The proposed solicitation will span a three (3) year time frame. The SCDOT will select six (6) firms with a maximum award amount of up to \$1,500,000/firm. 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, January 21, 2014.

**Preliminary Scope of Services**  
for  
**On-Call Engineering Services for Transportation Alternatives Design**

Requested services include but are not limited to the following:

1. **Surveys**  
Perform all necessary ground surveys required to prepare complete right of way and construction plans for transportation alternatives design projects. Surveys performed to the requirements of the SCDOT Survey manual.
2. **Subsurface Utility Engineering (SUE)**  
Provide all equipment, personnel, and supplies necessary for the completion of all subsurface utility investigations as required for completion of transportation alternatives design projects.
3. **Utility Coordination**  
Coordinate relocation of any affected utilities as required. Deliverables may include preliminary utility report, final utility report, utility conflict analysis and remediation spreadsheet, and utility relocation sheets.
4. **Hydrology/Hydraulic Design**  
Perform complete hydrology and hydraulic design and analysis as required for transportation alternatives design projects and in accordance with SCDOT's Requirements for Hydraulic Design Studies and other applicable guidelines. Provide sediment and erosion control design and plans in accordance with SCDOT requirements and applicable SCDHEC regulations.
5. **Roadway Design**  
Provide roadway design and plans for conceptual, preliminary, right of way, and final construction plans as required for transportation alternatives design projects. Provide plans in accordance with SCDOT, Federal and all other applicable standards and guidelines.
6. **Structural Design**  
Perform complete structural design and plans as required for transportation alternatives design projects in accordance with SCDOT and all other applicable standards and guidelines. Design includes, but is not limited to gazebos, signs, pedestrian bridges, and culverts.
7. **Subsurface Investigation and Geotechnical Design**  
Perform complete subsurface investigation and geotechnical design and analysis as required for completion of transportation alternatives design projects and in accordance with the SCDOT Geotechnical Design Manual and all other applicable standards and guidelines.
8. **NEPA/Environmental**  
Perform environmental studies as necessary for the completion of transportation alternatives design projects. Provide categorical exclusion type environmental documents for SCDOT/FHWA approval in accordance with NEPA and all other applicable standards and guidelines.

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**9. Permitting**

Prepare permit application and drawings as required for completion of transportation alternatives design projects in accordance with SCDOT and all other applicable standards and guidelines.

**10. Traffic Studies**

Perform traffic counts and modeling of existing traffic conditions. Complete all traffic design and analysis for the preparation of a traffic study/report as required for the completion of transportation alternatives design projects.

**11. Maintenance of Traffic Design**

Prepare complete maintenance of traffic design/staging and plans as required for completion of transportation alternatives design projects.

**12. Traffic and Pedestrian Signal Design**

Prepare complete analysis and design of traffic and pedestrian signal systems and plans as required for completion of transportation alternatives design projects.

**13. Pedestrian and Street Lighting Design**

Prepare complete analysis and design of pedestrian and street lighting systems and plans as required for completion of transportation alternatives design projects.

**14. Gateway, Welcome, and Wayfinding Sign Design**

Prepare complete design and plans for gateway, welcome and wayfinding signs as required for completion of transportation alternatives design projects.

**15. Irrigation Design**

Provide complete design and plans for irrigation systems as required for completion of transportation alternatives design projects

**16. Landscape Architecture / Design**

Provide complete design and plans for landscape architecture as required for completion of transportation alternatives design projects

**17. Stamped Asphalt and Concrete Pavement Design**

Provide complete design, plans, and specifications for use of stamped asphalt and concrete pavement for transportation alternatives design projects.

**18. Development of Specifications and Special Provisions**

Provide specifications and special provisions, special details, and other necessary bid items outside the normal specifications for project letting in completion of transportation alternatives design projects.

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**19. Construction Support and Shop Drawing Review**

Provide support during the construction phase to include shop drawing review and interpretation of plans as necessary for completion of transportation alternatives design projects.

**Supplemental Information for Transportation Alternatives Design 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.

It is SCDOT's intent to allow municipalities to utilize firms from this specific On-Call contract for their Transportation Alternative projects. However, the request must flow through SCDOT for work assignment.

A detailed scope of services is located under this solicitation number (S-122-14) @ [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:

35%	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
15%	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\\_DBE\\_Directory.pdf](http://www.scdot.org/doing/doingPDFs/businessDevelop/UCP_DBE_Directory.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>. 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, January 21, 2014.