

NOTICE TO ALL CONSULTING ENGINEERING FIRMS

Solicitation Number S-121-14

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 **Roadway Design/Intersection Improvement 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 intersection improvements 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, traffic signal design services, structural design (walls, roadway structures), 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 \$2,000,000/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.

For questions, please contact the SCDOT Contracting Officer, Roberta Mack, at (803) 737-1256 or via email at Mackrb@scdot.org. Electronic Submissions are due no later than 2:00 PM, January 28, 2014.

SCOPE OF SERVICES

ON-CALL ROADWAY DESIGN/INTERSECTION IMPROVEMENT PROJECTS

PROJECT DESCRIPTION

The South Carolina Department of Transportation (**DEPARTMENT**) intends to contract with consultant firms to provide the **DEPARTMENT** with additional engineering and design staff when shortfalls in manpower or unique expertise requirements are identified. The following services are anticipated for the On-call Roadway Design/Intersection Improvements projects.

PROJECT ORGANIZATION AND MANAGEMENT

CONSULTANT will be responsible for management of the project including coordination and correspondence with the **DEPARTMENT**, attending coordination meetings to review the incremental progress of the project, and for maintaining a project schedule.

SURVEYS

CONSULTANT will provide all personnel and equipment to perform surveys necessary to determine accurate elevations and locations of existing facilities for design purposes. All surveys shall conform to the **DEPARTMENT**'s "Preconstruction Survey Manual" dated August 2003 (or latest edition).

SUBSURFACE UTILITY ENGINEERING

CONSULTANT will provide all personnel and equipment necessary for the designation and location of quality level A, B and C in accordance with ASCE Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data (CI/ASCE 38-02).

ROADWAY DESIGN

CONSULTANT will provide all personnel and equipment necessary to prepare a complete set of right-of-way and/or construction plans suitable for a highway letting. Design standards will be in compliance with AASHTO's A Policy on Geometric Design of Highways and Streets, (2001), SCDOT Standard Drawings, SCDOT 2007 Standard Specifications for Highway Construction, Roadway and Bridge Design Standards as published by the SCDOT, SCDOT Highway Design Manual (2003) or latest edition, and SCDOT Plan Preparation Guide as appropriate.

UTILITY AND RAILROAD COORDINATION

CONSULTANT will provide all personnel and equipment necessary to coordinate the project development with all utilities that may be affected. All utility relocations shall be handled in accordance with the **DEPARTMENT**'s "A Policy for Accommodating Utilities on Highway Rights of Way" and the Code of Federal Regulations, Title 23, Chapter 1, Subchapter G, part 645, subparts A and B.

CONSULTANT will also provide all personnel and equipment necessary to coordinate the project development with all affected railroad companies.

HYDROLOGY AND HYDRAULIC DESIGN

CONSULTANT will provide all personnel and equipment necessary for the hydraulic and hydrologic design in compliance with SCDOT's Requirements for Hydraulic Design Studies, dated May 26, 2009, SCDOT Standard Drawings, the Environmental Protection Agency's (EPA) National Pollution Discharge Elimination System (NPDES) as administered under general permit by the Department of Health and Environmental Control (DHEC), FEMA Regulations, 44CFR Chapter 1, The State Stormwater and Sediment and Erosion Control Regulations administered by DHEC, 26 S.C. Code Ann. Regs. 72-405 (Supp. 1995) et seq., South Carolina State Water Law, Hydraulic Engineering Circular No. 25, "Tidal Hydrology, Hydraulics and Scour at Bridges" First Edition, December 2004, AASHTO "Highway Drainage Guidelines" dated 2007, SCDOT "Interim Stormwater Control Manual" dated September 1993, and SCDOT Supplemental Specifications.

GEOTECHNICAL INVESTIGATIONS

CONSULTANT will provide all personnel and equipment necessary to perform field explorations, laboratory testing, and engineering analysis/reporting in accordance with the SCDOT Geotechnical Design Manual.

ENVIRONMENTAL DOCUMENTATION AND PERMITTING

CONSULTANT will provide all personnel and equipment to perform all field work and studies necessary for the development of an environmental document and any required permits.

TRAFFIC ENGINEERING

CONSULTANT will provide all personnel and equipment necessary for the traffic analysis of existing and proposed improvements. **CONSULTANT** will be prepared to provide traffic signalization plans suitable for a highway letting.

ROADWAY STRUCTURES DESIGN

CONSULTANT will provide all personnel and equipment necessary to prepare a complete set of roadway structure plans suitable for a highway letting. Roadway structure elements may include culverts, sound walls, earth retaining structures, or reinforced soil slopes.

CONSTRUCTION SUPPORT

CONSULTANT shall provide all personnel and equipment necessary to support the project's construction after letting including attendance at partnering/preconstruction conference, shop drawing/working drawing reviews, responding to requests for information, and providing oversight for any elements designed by the **CONSULTANT**.

Supplemental Information for Roadway Design/Intersection Improvement
Engineering Services

Solicitation Number S-121-14

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 \$2,000,000/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.

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-121-14) @ 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_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/constructionLettingProjectWise.aspx>. Please contact Eric Stuckey at 803-737-1003 or 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/contractorAudit.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 28, 2014.