



OKLAHOMA DEPARTMENT OF TRANSPORTATION

Project Management Division
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DATE: December 22, 2008
TO: Consulting Engineering Companies
FROM: Judy Dennis, Project Management Division
SUBJECT: Solicitation of Interest

At this time, the Department is soliciting the services of consulting engineering companies to provide On-System Bridge Inspections, Geotechnical Services, ~~Vehicle Classification Data Collection~~, Construction Management Services and Preliminary Engineering, Preparation of Construction Plans for projects identified by the ODOT within limits of the State of Oklahoma. These services require qualifications, expertise, experience and/or equipment that are of a highly specialized nature. Please find attached a comprehensive list of projects and descriptions for which the Department is seeking the noted services.

Contact Person: Walt Peters (405) 521-2606

RESPONSE PACKET 1		
Services Description: On-System Bridge Inspection Services		
Contract No.	1265	<p>The successful Consulting Firms will be responsible for providing on-system bridge safety inspections using PONTIS for multiple bridge locations throughout the state.</p> <p>The Consultant must provide the following qualifications: Reference CFR 650 Subpart C – National Bridge Inspection Standards.</p> <p>(1) Program Manager – The Program Manager must be a Professional Engineer who is registered in the State of Oklahoma and is knowledgeable in the field of Bridge Inspection. The Program Manager must have completed the two week NHI Course No. 130055 (Safety Inspection of In-Service Bridges). The Program Manager should be actively participating in ODOT QC/QA training.</p> <p>The program manager will be responsible for oversight of the bridge safety inspection program and must be qualified to do the following:</p> <ul style="list-style-type: none"> • Review inspection forms for completeness and accuracy. • Make repair recommendations to the bridge owner. <p>(2) Team Leader: The Team Leader must be a Professional Engineer registered in the State of Oklahoma or have five (5) years of experience or alternate qualifications as defined the CFR. The Team Leader must have completed the two week NHI Course No. 130055. The Team Leader should be actively participating in ODOT QC/QA training.</p> <p>Inspections are to be made in accordance with National Bridge Inspection Standards, the ODOT PONTIS Manual, the FHWA Manual "Recording and Coding Guide for the Structure Inventory and Appraisal of the Nation's Bridges", latest edition of the "AASHTO Manual for Condition Evaluation of Bridges", and ODOT policies. Inspections are to be submitted electronically including all necessary error checking.</p>
Expected Contracts	4	
ODOT Division	Multiple	
County	Statewide	

Contact Person: Gary Evans (405)521-4675

RESPONSE PACKET 2		
Services Description: Construction Management Services		
Contract No.	1266	<p>The successful firms will perform a level of service which may include construction survey, construction inspection, construction management, construction materials acceptance testing, and project audit and clerical services. These services may be requested individually or packaged to provide a complete Resident Engineer's Office. The consultant will provide all necessary equipment, vehicles, office space, engineering, managerial, clerical and sampling/testing personnel as required to adequately staff a residency office. The selected consultant engineering firms will provide technically competent and appropriately qualified personnel to perform these services. Key consultant personnel shall have prior construction experience in their assigned areas of responsibility.</p> <p>The selected consultant firm will be required to manage assigned construction contracts in accordance with the plans, specifications, standards, construction control directives and associated manuals. Duties of the consultants will include, but not be limited to, the following items:</p> <ul style="list-style-type: none"> • Hold all meetings and conferences. Develop and circulate copies of minutes for each meeting. • Review the contractors' work progress and make recommendations to ODOT as required for contract compliance. • Monitor and document daily construction progress (on-site inspection). • Maintain construction files to ODOT standards. • Initiate and approve progressive estimate payments to the contractor. • Perform material sampling/testing as required for contract compliance. • Conduct construction surveys. • Verify the correct placement of relocated utilities. • Review and evaluate contractors' modification requests and make recommendations to ODOT. • Monitor construction for compliance with specifications and regulations. <p>It is the intent that the selected consultant firm will limit the involvement of ODOT to the absolute minimum during the construction phase. All management and inspection services conducted by the consultant firm will be used to verify compliance with the plans and specifications and will be performed in accordance with ODOT and Federal Highway Administration policies and procedures as required in the construction documents. The selected consultant firm will be required to obtain a license and utilize SiteManager.</p>
Expected Contracts	7	
ODOT Division	Multiple	
County	Statewide	
Construction Project Job Piece No.	TBD	

Contact Person: Jeff Dean (405) 522-0988

RESPONSE PACKET 3		
Services Description: Geotechnical Services		
Contract No.	1267	<p>The successful Consulting Firm(s) will be responsible for providing geotechnical services in support of ODOT staff for design of transportation structures at locations throughout the state.</p> <p>All services will be rendered with reference to applicable AASHTO and ASTM specifications, also required by the Specifications for the Geotechnical Investigation of Bridges and Related Structures and as required by Specifications for the Geotechnical Investigation for Design of Pavement Structures.</p>
Expected Contracts	7	
ODOT Division	Multiple	
County	Statewide	
Construction Project Job Piece No.	TBD	

Contact Person: Shannon Sheffert, Local Government Division Engineer (405) 521-2553

RESPONSE PACKET 4		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Pre-Qualification for County Engineering Services)		
Contract No.	1268	<p>The qualifications of the responding Consulting Firms will be evaluated and those determined to be qualified will be included in a group of firms to be made available for consideration by County Government. This group of firms will represent a respondent cross section of those both interested in and generally qualified to provide a variety of engineering services for transportation improvement projects on the County road system, including but not limited to the investigations and preparations that may culminate in the submittal of Plans, Specifications and Estimates, (PS&E).</p> <p>Projects for which work may be required will be identified by the Counties and may represent components of the 5 Year County Improvements for Roads and Bridges (CIRB) Construction Work Plan and/or projects on other County transportation facilities. Upon determining a need for services, County representatives will select a subset of the individual firms from the pre-qualified group of firms and will review and evaluate the submitted qualifications statement (CAP 255 Form) in order to facilitate the qualifications based consideration, ranking and the selection of a capable firm to enter into negotiations. The need to request additional information or to perform interviews with the subset of firms will be determined by the Counties at the time of consideration. Contracts will be prepared and executed upon successful completion of the selection and negotiations.</p>
Expected Contracts	Pre-Qualification	
ODOT Division	Multiple	
County	Statewide	
Construction Project Job Piece No.	TBD	

Contact Person: Greg Allen (405) 521-2606

RESPONSE PACKET 5		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Bridge and Approaches)		
Contract No.	1269	Cherokee Co. - 23139(04), SH-82 Over Fourteen Mile and Thompson Branch Creek
Expected Contracts	Multiple	Sequoyah Co. – 20913(04), US-64 over UP Railroad Pushmataha Co. – TBD, US-271 Over Hurd Creek Pushmataha Co. – TBD, US-271 Over Hardy Creek
ODOT Division	Multiple	Pushmataha Co. – TBD, US-271 Over Bryant Branch Creek Bryan Co. – TBD, SH-48 Over Blue River and O'Flow
County	Statewide	Garvin Co. – 20969(04), SH-74 Over Unnamed Creek Johnston Co. – 23265(04), SH-99 Over Unnamed Creek Pottawatomie Co. – 23287(04), SH-102 Over North Canadian River Johnston Co. – 23266(04), SH-99 Over Diamond Spring Branch Creek Johnston Co. – 20971(04), SH-99 Over Unnamed Creek Noble Co. – 21861(04), US-77 Over Black Bear Creek Kay Co. – 21853(04), US-60 Over Bois D'Arc Creek Noble Co. – 21862(04), US-64 Over Cow Creek Grant Co. – 13413(04), US-81 Bridge over Killpecker Creek Payne Co. – 24330(04), SH-51 Eastbound over Harrington Creek Canadian Co. – TBD, I-40 Eastbound Bridge over the S. Canadian River Canadian Co. – TBD, I-40 Westbound Bridge over the S. Canadian River Beckham Co. – 25822(04), US-283 Timber Creek Roger Mills Co. – 21702(04), SH-33 Over Nine-Mile Creek Kiowa Co. – 23398(04), SH-54 Over and Unnamed Creek Kiowa Co. – 23399(04), SH-54 Over Rainy Mountain Creek Kiowa Co. – 23400(04), SH-54 Over an Unnamed Creek Kiowa Co. – 23401(04), SH-54 Over Gotebo Creek Kiowa Co. – 23244(04), SH-54 Over Unnamed Creek Custer Co. - 24133(04), SH-33 Over Deer Creek Alfalfa Co. – 24063(04), SH-8 Over an Unnamed Creek Woods Co. – 23278(04), US-281 Over Cimarron River Woods Co. – 24318(04), US-64 Over Unnamed Creek Alfalfa Co. – 24062(04), US-64 Over Spring Creek Woods Co. – 24319(04), US-281 Over Unnamed Creek Comanche Co. – 20956(04), SH-17 Over Shettlers Creek Comanche Co. – 20957(04), SH-17 Over Beaver Creek Comanche Co. – 21715(04), SH-17 Over Creek Love Co. – 23123(04), US-77 Over Hickory Creek Mayes Co. – 21911(04), SH-82 Over Grand River Ottawa Co. – 21918(04), SH-10 Over Sycamore Creek Tulsa Co. – 21923(04), US-75 Over Middle Duck Creek Osage Co. – 21913(04), SH-18 Over Lost Man Creek Pawnee Co. – 20897(04), US-64 Over SL & SF Railroad Ottawa Co. – 21916(04), US-69 Over Tar Creek Mayes Co. – 21909(04), SH-28 Over Rock Creek Pawnee Co. – 20896(04), US-64 Over Panther Creek Ottawa Co. – 23157(04), US-60 Over US-59
Construction Project Job Piece No.	See Project Description List	<p>The Environmental Document and Pavement Design will be provided by the Department.</p> <p>The anticipated services will included Survey, Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E). The Department will require the PS&E to be completed within 18 months.</p>

Contact Person: Greg Allen (405) 521-2606

RESPONSE PACKET 6		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Interchange)		
Contract No.	1270	I-44 Interchange improvement located 1 mile north of Texas State Line. The Environmental Document and Pavement Design will be provided by the Department. The anticipated services will included Survey, Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E). The Department will require the PS&E to be completed within 18 months.
Expected Contracts	1	
ODOT Division	7	
County	Cotton	
Construction Project Job Piece No.	TBD	

Contact Person: Greg Allen (405) 521-2606

RESPONSE PACKET 7		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Interchange)		
Contract No.	1271	US-75 Interchange at 116 th Street North in Tulsa. The Environmental Document and Pavement Design will be provided by the Department. The anticipated services will included Survey, Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E). The Department will require the PS&E to be completed within 18 months.
Expected Contracts	1	
ODOT Division	8	
County	Tulsa	
Construction Project Job Piece No.	24300(04)	

Contact Person: Kirk Goins (405) 521-2695

RESPONSE PACKET 8		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Widen & Resurface)		
Contract No.	1272	US-169 from I-244 to 36 th Street North and US-169 from 36 th Street North to 56 th Street North. The Environmental Document and Pavement Design will be provided by the Department. The anticipated services will included Survey, Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E). The Department will require the PS&E to be completed by July 1, 2009.
Expected Contracts	1	
ODOT Division	8	
County	Tulsa	
Construction Project Job Piece No.	20930(04) & 24417(04)	

The Department solicitation of interest response mechanism is intended to reduce the reproduction requirements on work of a similar scope and/or specific to ODOT Field Divisions that will be reviewed by a common selection committee. Therefore, your response **for the Engineering Contracts that you are interested in being considered for** will include a total of one (1) response packet (one (1) unbound original and five (5) copies) per common selection committee as described as follows:

RESPONSE PACKET 1

One (1) combined packet for **EC No. 1265** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No. 1265**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 2

One (1) combined packet for **EC No. 1266** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1266**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 3

One (1) combined packet for **EC No. 1267** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1267**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 4

One (1) combined packet for **EC No. 1268** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1268**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 5

One (1) combined packet for **EC No. 1269** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1269**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 6

One (1) combined packet for **EC No. 1270** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1270**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 7

One (1) combined packet for **EC No. 1271** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1271**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 8

One (1) combined packet for **EC No. 1272** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1272**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

Please remember that this is a SOLICITATION OF INTEREST and not a Request for Proposal. As such, you are only requested to provide information related to your qualifications to perform the work described. Any additional information you choose to provide related to proposed solutions for the solicited projects or any other prepared Contract/Project specific media is NOT required and is unnecessary for the Department's processes. Proposals will be requested upon entering the interview phase of the Consultant Selection Process.

The following factors will be considered primary for determining the firms that will be extended an invitation to interview and/or provide a proposal for Response Packet(s):

1. Experience and/or familiarity of the proposed Consultant Team with Department procedures.
2. Ability of the Consultant Team to perform the type of work contemplated.
3. Specialized qualifications of the Consultant Team applicable to the type of work contemplated.
4. Capacity of the Consultant Team to accomplish the work in accordance with the anticipated schedule considering current workloads.
5. Past performance of the Consultant Team (references may be requested if not provided).

The deadline for the submittal of your Response Packets will be 4:30 p.m. January 9, 2009. Please note:

The Department anticipates the selection process to be complete and the contracts negotiated and approved by the Transportation Commission as soon as possible and not later than March 2009. As these contracts are anticipated to be financed with Federal Fiscal Year 2009 funding, the Notice to Proceed is expected no later than March 2009.

PLEASE NOTE: Response packets can now be submitted electronically in a .pdf format to Ms. Judy Dennis at: jdennis@odot.org.

LETTER OF INTEREST PACKET SUBMITTAL:

If not sending electronically, please submit all packets to the following address:

**Project Management Division
Attn: Judy Dennis
Room 1C-4A
Oklahoma Department of Transportation
200 NE 21st Street
Oklahoma City, OK 73105**

As always, your assistance, cooperation and patience are greatly appreciated. Please do not hesitate to make us aware of any questions, comments or concerns that you may have or to offer suggestions for process improvement.