



**OKLAHOMA DEPARTMENT OF TRANSPORTATION**

**Project Management Division**  
**200 N.E. 21<sup>st</sup> Street**  
**Oklahoma City, OK 73105-3204**  
 Division Phone: (405) 522-7601

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**DATE:** June 9, 2009  
**TO:** Consulting Engineering Companies  
**FROM:** Ray Sanders, Project Management Division  
**SUBJECT:** Solicitation of Interest

At this time, the Department is soliciting the services of consulting engineering companies to provide Vehicle Classification Data Collection and Site Adaptation, Engineering and Architectural Services 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.

**Contact Person:** **Daryl Johnson** (405)522-6376

| <b>RESPONSE PACKET 1</b>  |                  |  |
|---|------------------|--|
| <b>Services Description: Vehicle Classification Data Collection</b> |                  |  |
| <b>Contract No.</b>   | <b>1285</b>      | <p>The successful Consulting Firm will be responsible for providing vehicle classification data at Oklahoma's high volume highway locations, statewide.</p> <p>The Contractor will provide all labor, material, equipment, traffic control plus advance signs, and technical expertise required to collect, record, and report the required traffic data. The Contractor shall provide vehicle classification data in the current FHWA scheme "F" categories on disk and by paper report. The disk format shall be compatible with PEEK 261 software with all headers files completed. Report format is Column = type and Row = lane. The paper report printout shall show the hourly volume by lane by direction of each vehicle classification category plus unclassified vehicles with hourly and daily totals (starting at Midnight: Monday, Tuesday or Wednesday). The Department has the option of specifying 15 minute or 60 minute interval length. Data gathering cycles will be continuous 48 hours for all lanes simultaneously. The Department has the option of requesting that 168 hours (one week) of continuous data be monitored and reported. This one week of continuous data will cost double the amount of 48 hour continuous data reporting.</p> |
| <b>Expected Contracts</b>   | <b>1</b>         |  |
| <b>ODOT Division</b>  | <b>Multiple</b>  |  |
| <b>County</b>   | <b>Statewide</b> |  |
| <b>DBE Goal</b>   | <b>0%</b>        |  |

Contact Person: **Kevin Bloss** (405)521-2557

| <b>RESPONSE PACKET 2</b>   |                  |   |
|--|------------------|---|
| <b>Services Description: Site Adaptation, Engineering and Architectural Services</b> |                  |   |
| <b>Contract No.</b>  | <b>1286</b>      | The anticipated services will include site adaptation of the prototypical building(s) provided, building adaptation for structural, electrical, mechanical, plumbing and architectural revisions due to the individual site conditions, private utility design/improvements, all infrastructure necessary to support the facility, grading & drainage, hydraulic analysis, on-site detention, geotechnical investigation, construction observation and quality assurance, preliminary and final design documents and will culminate in the submittal of Plans, Specifications and Estimates (PS&E). The selected firm will be required to insure that the physical site footprint of the County Maintenance Facility and all associated improvements and secondary building facilities is properly provided for and accommodated on the sites.  |
| <b>Expected Contracts</b>  | <b>1</b>         |   |
| <b>ODOT Division</b>   | <b>Multiple</b>  |   |
| <b>County</b>  | <b>Statewide</b> |   |
| <b>DBE Goal</b>  | <b>0%</b>        |   |
| <b>Construction Project Job Piece No.</b>  | <b>TBD</b>       | <p>Additional maintenance facility improvements may be required. Secondary building(s) may include salt storage structures, maintenance vehicle storage structures or miscellaneous equipment storage structures. Complete architectural, mechanical, electrical, plumbing, structural, engineering, and site adaptation or renovation services may be required for these secondary buildings depending on the particular site.</p> <p>The Department will provide two final design prototypical buildings for use. This will include a typical site layout, architectural, mechanical, electrical, plumbing and structural documents. One or both of the prototypical buildings plans may be used at the selected site(s).</p> <p>The environmental document(s), property and topographic survey and final locations of each facility will be determined and provided by the Department.</p> |

**RESPONSE PACKET 1**

One (1) combined packet for **EC No. 1285** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No. 1285**)
- 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. 1286** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No. 1286**)
- 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. June 24, 2009.**

The Department anticipates the selection process to be complete and the contracts negotiated as soon as possible and no later than August 2009.

**PLEASE NOTE: Response packets can now be submitted electronically in a .pdf format to Kathy Hurst at: [khurst@odot.org](mailto:khurst@odot.org).**

#### **LETTER OF INTEREST PACKET SUBMITTAL:**

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

**Project Management Division  
Attn: Kathy Hurst  
Room 1C-4A  
Oklahoma Department of Transportation  
200 NE 21<sup>st</sup> Street  
Oklahoma City, OK 73105-3204**

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.