

Advertised: **SEPTEMBER 01, 2018**

ADDENDUM #1: SEPTEMBER 10, 2018

NC TURNPIKE AUTHORITY

REQUEST for LETTERS of INTEREST (RFLOI)

STIP Projects I-5718 and U-6103 in Mecklenburg County -- LIMITED SERVICES CONTRACT (LSC)

TITLE: I-77 "South" Managed Lanes Project, STIP Project I-5718 in Mecklenburg County

AND

US 74 (Independence Boulevard) from I-277 to NC 27 (Albemarle Road) in Mecklenburg County

**USING AGENCY: North Carolina Department of Transportation
NC TURNPIKE AUTHORITY**

ISSUE DATE: SEPTEMBER 01, 2018

SUBMITTAL DEADLINE: OCTOBER 10, 2018

**ISSUING AGENCY: North Carolina Department of Transportation
Technical Services Division
Professional Services Management Unit**

SYNOPSIS

SUBCONSULTANTS ARE PERMITTED UNDER THIS CONTRACT.

The primary and/or subconsultant firm(s) *(if Subconsultants are allowed under this RFLOI)* shall be pre-qualified to perform ALL of the work codes listed below for the NC TURNPIKE AUTHORITY. Work Codes required are:

- **00005 PROJECT-LEVEL AIR QUALITY ANALYSIS**
- **00014 ARCHAEOLOGICAL RESOURCE SURVEYS**
- **00024 BRIDGES -- SPANS UNDER 200'**
- **00026 CAPACITY ANALYSIS -- INTERSECTIONS AND CORRIDORS**
- **00027 CAPACITY ANALYSIS -- FREEWAYS AND INTERCHANGES**
- **00030 CAPACITY ANALYSIS -- ROUNDABOUTS**

- 00032 CATEGORICAL EXCLUSIONS
- 00036 COMMUNITY IMPACT ASSESSMENT
- 00045 CORRIDOR PLANNING
- 00059 ECOLOGICAL & BIOTIC COMMUNITY STUDIES
- 00063 ENVIRONMENTAL ASSESSMENT/FINDING OF NO SIGNIFICANT IMPACTS
- 00066 ENVIRONMENTAL IMPACT STATEMENT/RECORD OF DECISION
- 00070 EROSION AND SEDIMENT CONTROL DESIGN
- 00076 FRESHWATER MUSSEL SURVEYS
- 00092 GPS
- 00097 GUIDE SIGN DESIGN -- CONVENTIONAL ROADS
- 00098 GUIDE SIGN DESIGN -- EXPRESSWAYS AND FREEWAYS
- 00106 Historic Architectural Surveys of Standing Structures (Buildings and Bridges)
- 00114 ICI WATER QUALITY ASSESSMENTS
- 00116 INDIRECT AND CUMULATIVE EFFECTS ASSESSMENT
- 00126 INTERCHANGE DESIGN
- 00127 INTERCHANGE MODIFICATION/JUSTIFICATION REPORTS
- 00155 PAVEMENT MARKINGS PLANS
- 00168 RIGHT OF WAY PROJECT MANAGEMENT
- 00171 PUBLIC INVOLVEMENT
- 00173 PUBLIC WATER DISTRIBUTION SYSTEMS
- 00199 ROUTE LOCATION SURVEYS
- 00203 SANITARY SEWER COLLECTION SYSTEMS
- 00207 SIGNAL DESIGN
- 00208 SIGNAL EQUIPMENT DESIGN
- 00209 SIGNAL SYSTEM COMMUNICATIONS DESIGN
- 00210 SIGNAL SYSTEM TIMING
- 00235 SUE
- 00243 THREATENED AND ENDANGERED SPECIES SURVEY & STUDIES
- 00251 PROJECT LEVEL TRAFFIC FORECASTING
- 00253 PRELIMINARY TRAFFIC NOISE ANALYSIS (TNA) FOR NEPA DOCUMENTS
- 00256 TRAFFIC SIMULATIONS USING ADVANCED MODELING SOFTWARE
- 00269 URBAN ROADWAY DESIGN
- 00270 UTILITY COORDINATION
- 00276 VISUALIZATION
- 00280 WETLAND AND STREAM DELINEATION
- 00294 ROADWAY FOUNDATION INVESTIGATION & DESIGN
- 00295 STRUCTURE FOUNDATION INVESTIGATION & DESIGN
- 00296 RETAINING WALL INVESTIGATION & DESIGN
- 00308 LIMITED ENGLISH PROFICIENCY (LEP)
- 00309 TRAFFIC DATA COLLECTION
- 00365 INFRASTRUCTURE/INTERFACE & COORDINATION
- 00369 TOLL OPERATION MARKETING STRATEGY
- 00372 HOT LANE STUDIES
- 00434 TIER II COMPLETE HYDROLOGIC AND HYDRAULIC DESIGN
- 00439 QUANTITATIVE MOBILE SOURCE AIR TOXICS (MSAT) ANALYSIS
- 00440 QUANTITATIVE PARTICULATE MATTER (PM) ANALYSIS
- 00441 DESIGN NOISE REPORT
- 00458 CRASH ANALYSIS
- ~~00462 TRAFFIC OPERATIONS (DELETED FROM THIS ADVERTISEMENT)~~
- 00541 Traffic Management Plan – Level 1 and 2
- RAILROAD COORDINATION

WORK CODES for each primary and/or subconsultant firm(s) (*if Subconsultants are allowed under this RFLOI*) SHALL be listed on the respective RS-2 FORMS (see section 'SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS').

This RFLOI is to solicit responses (LETTERS of INTEREST, or LOIs) from qualified firms to provide professional consulting services to:

PROVIDE PLANNING AND DESIGN ENGINEERING SERVICES FOR STIP PROJECT I-5718 IN MECKLENBURG COUNTY, IMPROVEMENTS ON I-77 FROM SOUTH CAROLINA STATE LINE TO I-277/NC 16 (BROOKSHIRE FREEWAY). WIDEN EXISTING FREEWAY TO TEN LANES BY CONSTRUCTING MANAGED LANES, RECONSTRUCT I-277 INTERCHANGES, AND INSTALL RAMP METERS.

AND

PROVIDE PLANNING AND DESIGN ENGINEERING SERVICES FOR STIP PROJECT U-6103 IN MECKLENBURG COUNTY, IMPROVEMENTS ON US 74 (INDEPENDENCE BOULEVARD) FROM I-277 TO NC 27 (ALBEMARLE ROAD).

Except as provided below any firm wishing to be considered must be properly registered with the Office of the Secretary of State and with the North Carolina Board of Examiners for Engineers and Surveyors. Any firm proposing to use corporate subsidiaries or subcontractors must include a statement that these companies are properly registered with the North Carolina Board of Examiners for Engineers and Surveyors and/or the NC Board for Licensing of Geologists. The Engineers performing the work and in responsible charge of the work must be registered Professional Engineers in the State of North Carolina and must have a good ethical and professional standing. It will be the responsibility of the selected private firm to verify the registration of any corporate subsidiary or subcontractor prior to submitting a Letter of Interest. Firms which are not providing engineering services need not be registered with the North Carolina Board of Examiners for Engineers and Surveyors. Some of the services being solicited may not require a license. It is the responsibility of each firm to adhere to all laws of the State of North Carolina.

The firm must have the financial ability to undertake the work and assume the liability. The selected firm(s) will be required to furnish proof of Professional Liability insurance coverage in the minimum amount of \$1,000,000.00. The firm(s) must have an adequate accounting system to identify costs chargeable to the project.

SCOPE OF WORK

The North Carolina Department of Transportation (NCDOT) is soliciting proposals for the services of a firm/team for the following contract scope of work:

The NC Turnpike Authority requires a consultant team to provide a wide range of engineering, architectural, environmental, geotechnical, Geographic Information System (GIS), traffic modeling, 3-D modeling, management and administrative services as needed to assist in studying and implementing STIP Projects I-5718 and U-6103. These services will support the NC Turnpike Authority and will focus primarily on serving as the NCTA's owner's representative for STIP Projects I-5718 and U-6103 including all services incidental thereto. The consultant team may also provide support for procurement, operations, maintenance, and construction activities, as needed.

The consultant team shall supplement the NC Turnpike Authority's resources by providing highly qualified technical and professional personnel to perform the duties assigned under the terms of the contract. In the performance of such duties, the consultant shall hold paramount the protection of the NC Turnpike Authority's interests. All duties shall be coordinated through and assigned by the NC Turnpike Authority Chief Engineer's designated Project Manager for the contract.

The consultant team shall have a working knowledge of a wide variety of alternative contracting and delivery methods for public sector infrastructure projects, including hybrid methods such as public-private partnerships and unsolicited proposals.

The NC Turnpike Authority may elect to expand, reduce or delete the extent of each work element described in this Request for Letters of Interest. The NC Turnpike Authority provides no guarantee that any particular service described herein will be assigned to the consultant during the course of the contract. The NC Turnpike Authority, at its discretion, may elect to have any service described herein performed by another consultant under contract to the NC Turnpike Authority or NC Department of Transportation and/or by the NC Turnpike Authority's staff.

As part of the terms of this contract, the prime consultant firm will be precluded from pursuing any Design-Build contracts for STIP Projects I-5718 and U-6103. Subconsultants working for the prime consultant firm will be evaluated for eligibility to pursue Design-Build contracts upon request to determine if a conflict of interest exists based on the work performed under this contract. In this paragraph, the term "Design-Build" shall be construed to include Design-Build-Finance, Public-Private Partnerships (PPP) and other similar types of alternative contracting methods, as well as their hybrids.

Due to the broad range of engineering services to be provided under this contract, the consultant team is expected to be free and clear of all conflicts or potential conflicts, including declining to pursue or engage in services that create such conflict or make the services of the consultant team unavailable to the NC Turnpike Authority.

The Scope of Services includes engineering, planning and technical support in order to prepare a Federal NEPA document and Interchange Access Revision (IAR) for the proposed project and assimilating the various component technical memoranda. It is anticipated that the project will follow the NEPA/404 Merger process. The document will evaluate the potential impacts to the human and natural environments of the proposed project.

The work will also include Functional designs and Corridor Maps prepared for all preliminary alternatives considered in the NEPA document, as well as Public Hearing Maps.

Additional services that are expected to be part of the scope are as follows:

- Traffic count data collection
- Development of traffic estimates and traffic forecasts
- Development and implementation of a robust community awareness, public relations and information and public involvement program, including the use of geofencing and social media
- Determining feasibility, preparing scopes of services, preparing and assisting with manday estimates and developing design and construction cost estimates
- Preparing Requests for Proposals for Design-Build or Design-Build-Finance and other similar types of alternative contracting methods, as well as their hybrids; assisting in the Alternative Technical Concepts process
- Right of way support
- Railroad coordination
- Utility coordination
- Project critical path method scheduling
- Coordination with transit agencies and consideration for transit
- Agency coordination and environmental permitting
- Express/managed lanes design and operations
- Traffic operations, Intelligent Transportation Systems, Transportation Systems Management and Operations (TSM&O), Traffic Incident Management and Traffic System Support
- Surveying and mapping
- Subsurface utility engineering services

Right of Way and Final Plan preparation, Hydraulic Design, and Traffic Control Plans may be added in the future at the discretion of the Department.

The plans for the roadway listed above shall be prepared in electronic format. All electronic files shall be in Microstation format using Geopak software.

PROPOSED CONTRACT TIME: THREE (3) YEARS; WITH TWO (2) OPTIONAL ONE (1) YEAR EXTENSIONS.

PROPOSED CONTRACT PAYMENT TYPE: LUMP SUM and/or COST-PLUS TASK ORDERS

SUBMITTAL REQUIREMENTS

All LOIs are limited to ~~FIFTEEN~~ **TWENTY (45) (20)** pages (RS-2 forms are not included in the page count) inclusive of the cover sheet, and shall be typed on 8-1/2" x 11" sheets **(one 11"x17" page for the team's org chart is allowed and will count as one page of the page limit)**, single-spaced, one-sided.

LOIs containing more than **FIFTEEN TWENTY (45) (20)** pages will not be considered.

WORK CODES for each primary and/or subconsultant firm(s) *(if Subconsultants are allowed under this RFLO)* **SHALL** be listed on the respective RS-2 FORMS (see section 'SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS').

ONLY ELECTRONIC LOIs WILL BE ACCEPTED.

LOIs should be submitted in .pdf format using software such as Adobe, CutePDF PDF Writer, DocuDesk deskPDF, etc.

One copy of the LOI should be sent as a .pdf file, **through NCDOT's FTS System**, to: psmu-411@ncdot.gov . The FTS system will send you an electronic receipt when your LOI is **uploaded to NCDOT's FTS system**. Paper copies are not required. The subject line should contain the Firm's Name, and "LOI for STIP Projects I-5718 and U-6103 in Mecklenburg County -- LIMITED SERVICES CONTRACT (LSC)".

If an interested firm does not have an FTS account they should send a request through regular e-mail to psmu-411@ncdot.gov . A response will be sent via the FTS system that will provide a login username, password, and login procedures.

LOIs SHALL be received electronically no later than 12:00 P.M., OCTOBER 10, 2018.

LOIs received after this deadline will not be considered.

Firms submitting LOIs are encouraged to carefully check them for conformance to the requirements stated above (and any other requirements in this Advertisement). If LOIs are submitted late, exceed the maximum number of pages, are sent by any means other than NCDOT's FTS system, or are sent to any address other than psmu-411@ncdot.gov they will be disqualified.

The Department reserves the right to reject all LOIs and not proceed with procurement.

The Department reserves the right to waive any technicality in LOIs, or notify the Firm(s) of such technicality and allow the Firm(s) up to two (2) business days to rectify the technicality.

SELECTION PROCESS

Following is a general description of the selection process:

- The NCDOT Selection Committee will review all qualifying LOI submittals.
- For Limited Services Contracts (On-Call type contracts), the NCDOT Selection Committee MAY, at the Department's discretion, choose any number of firms to provide the services being solicited.

- For Project-Specific Contracts (non On-Call type contracts), the Selection Committee MAY, at the Department's discretion, shortlist a minimum of three (3) firms to be interviewed. IF APPLICABLE, dates of shortlisting and dates for interviews are shown in the section SUBMISSION SCHEDULE AND KEY DATES at the end of this RFLOI.
- In order to be considered for selection, consultants must submit a complete response to this RFLOI prior to the specified deadlines. Failure to submit all information in a timely manner will result in disqualification.

SMALL PROFESSIONAL SERVICE FIRM (SPSF) PARTICIPATION

The Department encourages the use of Small Professional Services Firms (SPSF). Small businesses determined to be eligible for participation in the SPSF program are those meeting size standards defined by Small Business Administration (SBA) regulations, 13 CFR Part 121 in Sector 54 under the North American Industrial Classification System (NAICS). The SPSF program is a race, ethnicity, and gender neutral program designed to increase the availability of contracting opportunities for small businesses on federal, state or locally funded contracts. SPSF participation is not contingent upon the funding source.

The Firm, at the time the Letter of Interest is submitted, shall submit a listing of all known SPSF firms that will participate in the performance of the identified work. The participation shall be submitted on the Department's Subconsultant Form RS-2. RS-2 forms may be accessed on the Department's website at [NCDOT Connect Guidelines & Forms](#).

The SPSF must be qualified with the Department to perform the work for which they are listed.

Real-time information about firms doing business with the Department and firms that are SPSF certified through the Contractual Services Unit is available in the Directory of Transportation Firms. The Directory can be accessed on the Department's website at [Directory of Firms](#) -- Complete listing of certified and prequalified firms.

The listing of an individual firm in the Department's directory shall not be construed as an endorsement of the firm.

PREQUALIFICATION

The Department maintains on file the qualifications and key personnel for each approved discipline, as well as any required samples of work. Each year on the anniversary date of the company, the firm shall renew their prequalified disciplines. If your firm has not renewed its application as required by your anniversary date or if your firm is not currently prequalified, please submit an application to the Department **prior to submittal of your LOI**. An application may be accessed on the Department's website at [Prequalifying Private Consulting Firms](#) -- Learn how to become Prequalified as a Private Consulting Firm with NCDOT. Having this data on file with the Department eliminates the need to resubmit this data with each letter of interest.

Even though specific DBE/MBE/WBE goals are not required for this project, the Department of Transportation is committed to providing opportunity for small and disadvantaged businesses to perform on its contracts through established Department goals. The Firm, subconsultant and

subfirm shall not discriminate on the basis of race, religion, color, national origin, age, disability or sex in the performance of this contract.

SELECTION CRITERIA

All prequalified firms who submit responsive letters of interest will be considered.

In selecting a firm/team, the selection committee will take into consideration qualification information including such factors as:

1. **30%** = The consultant team's experience with (1) Express/Managed Lanes and tolling and (2) serving as an owner's representative on transportation projects.
2. **20%** = The consultant team's experience and staff to perform all other work required, including subconsultants.
3. **15%** = The evaluation of the performance on any previous contracts with the NC Department of Transportation and NC Turnpike Authority.
4. **20%** = The consultant team's approach to the project, including quality control; conflict management; internal and external communication plans; and project schedule.
5. **15%** = The consultant team's experience and staff to utilize innovative public outreach tools on complex transportation projects.

After reviewing qualifications, if firms are equal on the evaluation review, then those qualified firms with proposed SPSF *and/or* DBE participation will be given priority consideration.

SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS

The LOI should be addressed to **Mr. Robert J. Stroup, PE -- State Professional Services Engineer** and must include the name, address, telephone number, and e-mail address of the prime consultant's contact person for this RFLOI.

The LOI must also include the information outlined below:

Chapter 1 - Introduction

The Introduction should demonstrate the consultant's overall qualifications to fulfill the requirements of the scope of work and should contain the following elements of information:

- Expression of firm's interest in the work;
- Statement of whether firm is on register;

- Date of most recent private engineering firm qualification;
- Statement regarding firm's(') possible conflict of interest for the work; and
- Summation of information contained in the letter of interest.

Chapter 2 - Team Qualifications

This chapter should elaborate on the general information presented in the introduction, to establish the credentials and experience of the consultant to undertake this type of effort. The following must be included:

1. Identify recent, similar projects the firm, acting as the prime contractor, has conducted which demonstrates its ability to conduct and manage the project. Provide a synopsis of each project and include the date completed, and contact person.
2. If subconsultants are involved, provide corresponding information describing their qualifications as requested in bullet number 1 above.
3. *The team is to identify the team members that are SPSF and/or DBE.*

Chapter 3 - Team Experience

This chapter must provide the names, classifications, and location of the firm's North Carolina employees and resources to be assigned to the advertised work; and the professional credentials and experience of the persons assigned to the project, along with any unique qualifications of key personnel. Although standard personnel resumes may be included, identify pertinent team experience to be applied to this project. Specifically, the Department is interested in the experience, expertise, and total quality of the consultant's proposed team. If principals of the firm will not be actively involved in the study/contract/project, do not list them. The submittal shall clearly indicate the Consultant's Project Manager, other key Team Members and his/her qualifications for the proposed work. Also, include the team's organization chart **(one 11"x17" page for the team's org chart is allowed and will count as one page of the page limit)** for the Project / Plan. A Capacity Chart / Graph (available work force) should also be included. Any other pertinent information should also be listed in this section.

Note: If a project team or subconsultant encounters personnel changes, or any other changes of significance dealing with the company, NCDOT should be notified immediately.

Chapter 4 - Technical Approach

The consultant shall provide information on its understanding of, and approach to accomplish, this project, including their envisioned scope for the work and any innovative ideas/approaches, and a schedule to achieve the dates outlined in this RFLOI (if any project-specific dates are outlined below).

Internal and external scoping meetings

2019

APPENDICES-

CONSULTANT CERTIFICATION Form RS-2

Completed Form RS-2 forms SHALL be submitted with the firm's letter of interest. This section is limited to the number of pages required to provide the requested information.

Submit Form RS-2 forms for the following:

- **Prime Consultant firm**
 - Prime Consultant Form RS-2 Rev 1/14/08; and
- **ANY/ALL Subconsultant firms** (*If Subconsultants are allowed under this RFLOI*) to be, or anticipated to be, utilized by your firm.
 - Subconsultant Form RS-2 Rev 1/15/08.
 - In the event the firm has no subconsultant, it is required that this be indicated on the Subconsultant Form RS-2 by entering the word "None" or the number "ZERO" and signing the form.

Complete and sign each Form RS-2 (instructions are listed on the form).

The required forms are available on the Department's website at:

<https://connect.ncdot.gov/business/consultants/Pages/Guidelines-Forms.aspx>

[Prime Consultant Form RS-2](#)

[Subconsultant Form RS-2](#)

All submissions, correspondence, and questions concerning this RFLOI should be directed to **Mr. Tom Payne, PE** at tpayne@ncdot.gov. However, the LOI itself must be submitted to 'psmu-411@ncdot.gov' via NCDOT's FTS System.

IF APPLICABLE, questions may be submitted electronically only, to the contact above. Responses will be issued in the form of an addendum available to all interested parties. Interested parties should also send a request, by email only, to the person listed above to be placed on a public correspondence list to ensure future updates regarding the RFP or other project information can be conveyed. Questions must be submitted to the person listed above no later than **SEPTEMBER 28, 2018**. The last addendum will be issued no later than **OCTOBER 03, 2018 (if necessary)**.

NOTE: To adhere to the Timeframe, a Notice to Proceed is expected to be issued shortly after (a) firm(s)/team(s) is/are selected. All firm(s)/team(s) submitting a LETTER OF INTEREST should make sure that their rates and overheads are current and have been audited by NCDOT.

SUBMISSION SCHEDULE AND KEY DATES

RFLOI Release – **SEPTEMBER 01, 2018**

Deadline for Questions - **SEPTEMBER 28, 2018**

Issue Final Addendum - **OCTOBER 03, 2018 (if necessary).**

Deadline for LOI Submission – **OCTOBER 10, 2018**

Shortlist Announced * - **on or before NOVEMBER 09, 2018 (if the Department elects this option).**

Interviews - the week of **NOVEMBER 26, 2018 (if the Department elects this option).**

Firm Selection and Notification ** - **on or before NOVEMBER 30, 2018 (anticipated).**

Anticipated Notice to Proceed - **TBD**

* Notification will **ONLY** be sent to shortlisted firms.

** Notification will **ONLY** be sent to selected firms.