



KANSAS DEPARTMENT OF TRANSPORTATION REQUEST FOR PROPOSAL

Multiple Projects: Construction Inspection Support; Released January 2023

Notice to Consulting Firms

The Kansas Department of Transportation (KDOT) is seeking qualified consulting firms or teams of firms to perform professional services for the projects in summarized in Table 1 below. Interested consultants must email a proposal to KDOT.DesignContracts@ks.gov by 12:00 p.m. Central Time on 2/8/2023 to be considered for selection.

Consultant Pre-Qualification

Consulting firms interested in providing service on any project listed below must be pre-qualified by KDOT in Category 241 - Construction Inspection and Testing.

If a firm is not currently pre-qualified by KDOT in a required category, a Proposal may still be submitted. Firms not pre-qualified must also provide documentation that demonstrates the firm is qualified for each specified category listed in this Notice for the project. Firms must use the KDOT pre-qualification form to provide this documentation. KDOT 1050 Pre-Qualification Category Definitions (Blue Book) can be found at - <http://www.ksdot.org/descons.asp>. Consultants may create a team to meet the pre-qualification requirements. All firms doing business with KDOT must be registered and in good standing under the laws of the State of Kansas at the time of contracting and must comply with applicable state and federal laws, rules, and regulations.

Background and Scope of Projects

With this single solicitation, KDOT is requesting consulting services for construction inspections on the projects listed in Table 1. This table provides summary information for each project. One consultant will be selected to perform services associated with each group (Grp) listed. Firms can express interest in the groups for which they would like to be considered by submitting responses for each as indicated below. There is no guarantee that a firm which has expressed interest will be selected for any project(s).

Table 1: Summary of Project Information

Grp	RT - CO	Project #	Scope, County	Anticipated Start	Wrkng Days	Cmpltn Date	Office	Contractor Notes
119	K030- 099	KA-6245-01	Resurfacing, Wabaunsee	5/1/2023	55	---	Topeka	These projects are slated to be performed by same contractor.
	K004- 089	KA-6244-01	Resurfacing, Shawnee					
124	- 106	KA-6255-01	Signing, Multiple	3/27/2023	140	---	Topeka	Slated to be performed by same contractor.
	- 106	KA-6258-01		2/23/2023	120		Garnett	
134	U075- 089	KA-6128-01	Bridge Repair, Shawnee	3/6/2023	180	---	Topeka	---
135	I070- 105	KA-6800-01	Resurfacing, Wyandotte	5/1/2023	---	9/30/2023	Bonner Springs	Slated to be performed by same contractor.
	U069- 105	KA-6676-01		5/1/2023	---	9/30/2023	Bonner Springs	
	I035- 105	KA-6801-01		4/3/2023	110	---	Olathe	
136	K004- 089	KA-5483-02	Guardrail, Shawnee	3/13/2023	30	---	Topeka	---
313	K181- 071	KA-3938-01	Bridge Replacement, Osborne	3/6/2023	135	---	Phillipsburg	---

(Table continues on next page)

Grp	RT - CO	Project #	Scope Summary, County	Anticipated Start	Wrkg Days	Cmpltn Date	Managing Office	Contractor Notes
322	U036- 074	KA-6002-01	Guardrail, Phillips	3/1/2023	75	---	Phillipsburg	---
327	K181- 092	KA-6421-01	Resurfacing, Smith	3/1/2023	60	---	Phillipsburg	Slated to be performed by same contractor.
	K181- 071	KA-6420-01	Resurfacing, Osborne					
328	K383- 069	KA-6717-01	Bridge Repair, Norton	3/1/2023	90	---	Phillipsburg	---
329	- 106	KA-6257-01	Signing, Multiple	3/1/2023	115	---	Hays	Slated to be performed by same contractor.
		KA-6256-01			80	---	Atwood	
419	U069- 019	KA-3928-01	Bridge Replacement, Crawford	2/27/2023	140	---	Pittsburg	---
421	- 106	KA-6266-01	Signing, Multiple	3/1/2023	55	---	Garnett	---
423	U059- 030	KA-6579-01	Resurfacing, Franklin	3/6/2023	110	---	Garnett	---
425	K152- 054	KA-6318-01	Resurfacing, Linn	3/6/2023	30	---	Garnett	---
504	- 106	KA-6263-01	Signing, Multiple	3/1/2023	115	---	Wichita	---
520	U050- 040	KA-1827-05	Grading / Surfacing, Harvey	2/27/2023	100	---	El Dorado	---
521	U050- 078	KA-6580-01	Resurfacing, Reno	3/1/2023	35	---	Hutchinson	---
604	K096- 086	KA-3258-01	Grading / Surfacing, Scott	3/6/2023	215	---	Garden City	---
605	K096- 102	KA-3274-01	Grading / Surfacing, Wichita	3/6/2023	180	---	Garden City	---
606	U083- 088	KA-3253-01	Grading / Bridge / Surfacing, Seward	2/27/2023	---	4/12/2024	Liberal	---

Additional project information including construction scope to be inspected, a detailed description of the project location, and resources and inspection scope specifically requested from consultants via this request can be viewed in an online table here: <https://www.ksdotike.org/about/construction-inspection-rfps>. Upon publication of this RFP, KDOT anticipates each of these inspection efforts will require full teams (project manager and inspectors, as opposed to single role staff augmentation as is occasionally requested) for various types of construction inspection needs. Watch the website linked above for updated information. Tabulated information (both in this RFP and on the website) shall not be relied upon during inspections. It is provided for the convenience of consultants, specifically to aid in making decisions about which projects they are interested in performing.

Specific project needs are subject to modification and/or cancellation at KDOT's discretion.

Anticipated Consultant Scope

The scope of construction inspection services and certifications required will vary for each project and are listed in the table available on the website noted above. Inspection efforts will be managed out of the offices listed. Also included for the convenience of consultants are indications of which grouped projects are currently slated to be performed by the same contractors.

Anticipated Schedule and Key Dates

1. Proposals are due by or before 12:00 PM Central Time on 2/8/2023.
2. Ranking of proposals is expected to occur on or around February 15, 2023. Negotiations with the most highly ranked firm are expected to begin on or around February 22, 2023. An executed agreement is anticipated shortly thereafter.
3. Anticipated start dates and working days or anticipated calendar completion dates are shown in the table. All dates are subject to change.

Instructions for Proposal

1. No cost or pricing information shall be submitted with the proposal. Proposals including cost or pricing information will be considered non-responsive and withdrawn from further consideration.
2. The consultant's proposal must not exceed **the page limit laid out in Table 2 below** (including any cover letter, index, etc.). All pages shall be standard letter size (8.5" x 11"). Any page larger than standard letter size will be counted as two or more pages, depending on size.
3. A single PDF (5MB maximum size) of the proposal including all attachments must be emailed to KDOT.DesignContracts@ks.gov by the proposal due date and time.
4. The subject line of the email and the PDF file name must read:
 - a. "ConstInsp Multiple Projects_2023.01 Release_FIRM NAME".
5. The proposal must be accompanied by Special Attachments No. 8 ("Tax Clearance Certificate") and No. 10 ("Policy Regarding Sexual Harassment"). If you need a Tax Clearance Certificate, you can request one here: <https://www.ksrevenue.org/TAXCLEARANCE.HTML>. Allow 2-3 business days for processing.
6. The outline in Table 2 below describes the expected proposal organization, content sections, and limits on number of pages.
 - a. Each team is limited to a single, one-page cover letter.
 - b. Consultants may indicate interest in any and all projects, indicate preference(s) for up to three projects, and shall do so on the "January 2023 Construction Inspections Interest & Preference Form" (available here <https://www.ksdotike.org/about/construction-inspection-rfps>).
 - c. Thereafter, each team is limited to **two pages per project in which they express interest**. In these pages, consultants shall:
 - i. Describe the approach they plan to execute to deliver success on the project.
 - ii. Present the relevant qualifications and experience of the people they are proposing will provide the services.
 - iii. Provide the firm's familiarity with KDOT and the project area.
 - d. Finally, consultants are limited to a single, one-page description of general qualifications ("Past Performance" section plus "Approach to Quality Control" section) regardless of the number of projects in which they are expressing interest.
7. Table 3 lists the evaluation criteria and associated weights which will be used by KDOT when making selections.
8. Although not anticipated at this time, KDOT reserves the right to interview for the requested services associated with any of the listed projects prior to making final selections.

Table 2: Proposal Content

Section	Description of Intent	Page Limit
Cover Letter		1 Page

Consultant Project Interest & Preference	Fill out “January 2023 Construction Inspections Interest & Preference Form” and submit with your proposal.	1 Page
Project Approach	Describe how your firm will meet the fluctuating inspection needs of the project.	2 Pages <i>PER PROJECT IN WHICH TEAM IS INTERESTED</i>
Qualifications and Experience	For key personnel to be assigned to the project provide names, qualifications, education, training, and expertise. Identify their area(s) of responsibility and percent of their time dedicated to the project. List work for which you do not have in-house capability and name the firm you propose to subcontract with.	
Familiarity with KDOT and Project Area	Describe team’s familiarity with KDOT’s inspection processes and standards. Describe familiarity with the project area and any identified special site conditions.	
Past Performance	Describe team’s past performance with respect to ability to meet project schedules; quality of work; and ability to control costs on similar transportation projects, especially those performed for KDOT. Include three references and contact information.	1 Page TOTAL
Approach to Quality Control	Describe methods or procedures your firm will use to provide all services with professional quality and technical accuracy.	

Table 3: Evaluation Factors

Evaluation Factor	Weight
The quality and completeness of the response	10%
Availability to respond to the work	20%
Qualifications and experience of Project Manager and other key project team members proposed for services	20%
Past performance history for similar projects/services for KDOT	20%
Understanding of the project area	10%
Understanding of KDOT contract administration and closeout procedures	20%

Contract Terms and Conditions

KDOT anticipates that each project will be contracted separately. A standard KDOT agreement for engineering and technical services will be used for professional services projects. The following special attachments will need to be provided by the selected consultant and all subconsultants with the signed work order following negotiations and will become attachments to the contract.

- Special Attachment No. 8 (“Tax Clearance Certificate”)
- Special Attachment No. 10 (“Policy Regarding Sexual Harassment”)

Questions

All questions regarding this RFP shall be emailed to KDOT.DesignContracts@ks.gov.

Questions can be submitted until January 26, 2023; answers will be provided to all pre-qualified consultants and (others who reach out before then requesting such information) on February 1, 2023.