

PUBLIC NOTICE

MARYLAND DEPARTMENT OF TRANSPORTATION

NOTICE

TO

ARCHITECTS & ENGINEERS

TRANSPORTATION PROFESSIONAL SERVICES SELECTION BOARD

REQUEST FOR PROFESSIONAL SERVICES

The Secretary of the Maryland Department of Transportation has certified to the Transportation Professional Services Selection Board the need to utilize the services of architects or engineers for the following projects.

Firms interested in being considered for work on any Project must submit an Expression of Interest for that Project as set forth herein. The Expression of Interest shall be in an envelope marked with the specified contract number for the Project. The letter portion of the Expression of Interest shall indicate the firm's desire to perform services and indicate the specific tasks or areas of expertise, which will be subcontracted, and to whom. Interested firms must submit the material required herein or the interested firm will not be considered for the Project.

Of all the firms expressing interest in a Project, those adjudged most qualified shall be requested

to submit Technical Proposals. Additional information will be supplied to the selected firms so that they can prepare such proposals for the Project. The firm that submits the highest rated Technical Proposal will be requested to submit Price Proposals. When Price Proposals are prepared, cost limitations such as the maximum per-hour labor rate, shall apply. However, a cap will not be enforced regarding payroll burden and overhead. When deemed appropriate, the Maryland Transit Administration shall reserve the right to require that split payroll burden and overhead rates be submitted for the type of services to be provided (e.g., Office Rate for planning/design activities and Field Rate for construction inspection or for long-term staff assigned to MTA offices). If negotiations with the firms are timely and successful, a contract may be awarded to that firm. If an interested firm is requested to submit proposals, their proposals should substantially reflect the same composition and area of involvement as their Expression of Interest.

If a Joint Venture responds to a project advertisement, the Department of Transportation will not accept separate Expressions of Interest from the Joint Venture constituents. A firm will not be permitted to submit on more than one (1) Joint Venture for the same project advertisement. Also, a firm that responds to a project advertisement as a prime or a prime joint venture constituent may not be included as a designated subcontractor to another firm that responds as a prime to the project advertisement. Multiple responses under any of the foregoing situations may cause the rejection of all responses of the firms involved.

The above does not preclude a firm from being set forth as a designated subcontractor to more than one (1) prime responding to the project advertisement.

Questions concerning submissions and procedures may be addressed to the Consultant Services Division telephone number 410-545-0437.

Facsimile copies are not acceptable. No response received after 4:00 P.M. on the date specified for a Project will be accepted, no matter how transmitted.

Minority business enterprises are encouraged to respond to this solicitation notice.

RESPOND TO:

Paul F. Becker

CONSULTANT SERVICES DIVISION

Fourth Floor, C-405

707 North Calvert Street

Baltimore, Maryland 21202

I. Maryland Transit Administration (MTA)

A. Contract Numbers: MTA-1238A,B&C, On-Call Systems Engineering Services.

1. Project Description:

The Maryland Transit Administration (MTA) requires the professional services of engineering firms to provide a wide variety of inspection and engineering services for the MTA's Systems and Equipment Engineering Division. The work will range from the review of existing or new proposed projects, to design specification development, cost estimating, scheduling and furnishing of the construction management services during the installation and testing of a complete system. These services will be in support of various Communications systems, Signaling and Train Control, Traction Power, Overhead Catenary system, Corrosion Control, Supervisory and Data Acquisition system, Fare Collection, Automatic Vehicle Control system and Control centers.

The services to be performed under this contract will be under the direct supervision and administration of the MTA. All work will be assigned by task orders which will define in detail the work scope, schedule, manpower and cost of each task order. These contracts will be for a five (5) year period. Contract MTA-1238A will be awarded in the amount not to exceed \$12,000,000.00, Contract MTA-1238B will be awarded in the amount not to exceed \$10,000,000.00, and Contract C will be awarded in the amount not to exceed \$8,000,000.00. Project services are anticipated to be funded with Federal and State funds.

2. Consultant Services Required:

The MTA will require the services of firms with knowledge and experience in systems engineering and design to perform the project described in I.A.1 above. Services to be provided under each contract may include, but are not limited to, the following:

- a. Systems engineering support and field inspection for the traction power, catenary and signaling for the Red, Green and Purple line projects.
- b. Design support for traction power, catenary, signaling, corrosion control, communications and Control Center projects for the MTA Light Rail.
- c. Design, inspection, and testing support for signaling system projects on the MARC system.
- d. Engineering assistance for various Metro preservation projects in the areas of signaling, supervisory control and data acquisition, communications, traction power and miscellaneous electrical systems.
- e. Field inspection, technical and administration support for the installation of two (2) one megawatt substations on the Light Rail north line.
- f. Maintenance engineering support including failure analysis, maintenance facilities, specification development and testing and training.
- g. Miscellaneous support services including inspection, testing and startup for the automatic vehicle location, passenger counting and on board video surveillance systems.
- h. Start-up and safety certification support for various Bus, MARC, Light Rail and Metro projects.
- i. Program Management support and inspection support for the Light Rail North Avenue signaling upgrade project.
- j. Engineering assistance in the development of Light Rail system preservation needs study including technical and estimate support.
- k. Other system engineering related services, as required.

3. Specific Type of Firm Solicited:

A consulting engineering firm familiar with rail transit systems, specifically in traction power/electrification, signals/communications, operation planning, safety and systems assurance and maintainability/reliability, with an established record of achievement in the tasks described in Item I.A.2 above. The firm shall have performed work as a design consultant, project management consultant and technical consultant for a comprehensive cross-section of rail systems in North America in the last five to ten years. The firm must have extensive design and installation experience in rail transit systems. Additionally the consultant must have experience in interface management, testing, reliability/maintainability, safety data, operations, schedules, block designs, and self-certification programs.

4. Required Information:

The Consultant shall submit one (1) original and four (4) copies of an Expression of Interest, which shall include the following:

- a. One (1) Letter of Interest - Limited to a total of two (2) pages.
- b. One (1) US Government Form SF 255.
- c. One (1) US Government Form SF 254 for each firm, including each subconsultant, proposed.
- d. One (1) additional unbound copy of the Letter of Interest.
- e. One (1) additional unbound SF 254 Form, for those firms, including subcontractors, who are not currently on file with the Consultant Services Division.

- f. The Consultant shall comply with the "Requirements" and "Special Requirements" set forth hereinafter when completing the aforementioned said documentation.

NOTE: U.S. Government forms are to be completed with standard size typing and are not to be photo reduced. Computer generated forms are acceptable, however, the format and spacing are to be identical to that of the Standard Forms 254 and 255.

5. Requirements - Documentation:

In completing the SF 255 Form, Item #4, Personnel by Discipline, the Consultant shall document personnel by discipline presently employed at the work location proposed. If more than one (1) location is being proposed by the Consultant, the Consultant must clearly document all locations proposed and show the total number of personnel by discipline for all locations proposed. Subconsultant personnel are not to be included.

The information required for Item #7 of the SF 255, Key Staff, is to be limited to five (5) individuals who are proposed for performing significant, productive time on the Project and shall not exceed five (5) pages in total, one (1) page per person. The Consultant must document the following required Key Staff in writing:

- a. One (1) Signals Engineer
- b. One (1) Traction Power and Catenary Engineer
- c. One (1) Corrosion Control Engineer (NACE Certified)
- d. One (1) Communications Engineer

- e. One (1) Electrical Professional Engineer registered in the State of Maryland.
- f. The Consultant must also document in writing in Item #7 that at least two (2) of the firm's own employees are proposed as Key Staff.

One (1) of the Key Staff individuals who works for the Consultant (not a subconsultant) shall be identified as the Project Manager.

Where Maryland Registrations are required and/or described for the professional Key Staff, the consultant shall include on line "f" of Item #7 of the SF 255 the words "Maryland Registered" and the Maryland License Registration Certificate Number for the individual. Failure of the consultant to properly document Key Staff requirements in writing may result in the firm being precluded from further consideration for the Project.

The information required for Item #8, Similar Projects, shall be limited to five (5) similar projects and shall not exceed one (1) page length for each project, including client references. Current and accurate client phone numbers must be provided. References will be checked – it is the Offeror's responsibility to ensure this information is accurate and up to date; otherwise it could result in a lower rating for the Offeror in this area. Both the Key Staff individual experience and similar projects set forth shall be recent experience, performed within the past ten (10) years.

Additional Information, Item #10, shall be limited to one (1) page.

6. Special Requirements - DBE/MBE Provisions:

DBE/MBE participation information must be included with Expressions of Interest pursuant to the requirements set forth in the revised Special Provisions referenced herein. The Maryland Department of Transportation (MDOT) hereby notifies all proposers that in regard to any contract entered into pursuant to this advertisement, DBE/MBE's will be afforded full opportunity to submit expressions of interest in response to this notice and will not be subject to discrimination on the basis of race, color, sex or national origin in consideration for an award.

It is the goal of MDOT that certified businesses that have not graduated from the services being proposed participate in all contracts.

Each contract will contain a goal for DBE/MBE participation on a contract-by-contract basis. Consultants interested in submitting an

Expression of Interest must comply with the revised "SPECIAL PROVISIONS, AFFIRMATIVE ACTION REQUIREMENTS,

UTILIZATION OF DISADVANTAGED BUSINESSES, THE SURFACE TRANSPORTATION AND UNIFORM RELOCATION ASSISTANCE

ACT OF 1987 AND ISTE A OF 1991, ATTACHMENT 6", as modified

June 8, 2000, which is obtainable from the Consultant Services Division at the address or phone number noted herein. To comply with the aforesaid

revised SPECIAL PROVISIONS, Consultants who submit Expressions of Interest must clearly set forth the DBE/MBE Prime firm(s) or DBE/MBE

subconsultant(s) proposed for goal attainment indicating: 1.) the proposed work, 2.) percentage of total work, and 3.) MDOT certification number

for each DBE/MBE. Said information shall be shown in Item #6 of the

Federal Government SF 255 form. If the proposed DBE/MBE firm is not certified by MDOT, the Consultant shall indicate the certification status of the proposed DBE/MBE in lieu of the certification number. **This project is Federally-funded. Proposed DBE/MBE firms must be certified by MDOT to participate on federally-funded projects. It is the Consultant's responsibility to ensure that each DBE/MBE firm proposed has not "Graduated" from the type of services they are proposed to provide under the project. Consultants should be aware that although a DBE/MBE firm may still be certified for certain services, if the firm is in "Graduated" status for these services, then the firm is ineligible to participate as a certified MBE/DBE for the purpose of any new contacts. Consultants proposing MBE/DBE firms that are in "Graduated" status for the services being proposed may be deemed nonresponsive. Consultants shall also set forth in the letter portion of the Expression of Interest their "Consultant Liaison Officer for Minority Affairs." The Consultant's failure to submit the required DBE/MBE information, in the specified areas, may result in the Consultant being disqualified from further consideration for the Reduced Candidate List on this Project, unless it is in the best interest of the State to seek clarification or additional information from the Consultant.**

CONTRACT GOALS

FOR THE PURPOSE OF THIS CONTRACT, A GOAL OF TWENTY-SEVEN PERCENT (27%) HAS BEEN ESTABLISHED FOR DBE/MBE.

DBE/MBE proposers have to meet the established goal by either their own forces or approved DBE/MBE subcontractors(s).

7. Project Representative: glockett@mtamaryland.com

8. Additional Information:

The MTA reserves the right to develop multiple Reduced Candidate Lists from those firms responding to this advertisement or to make multiple selections from one (1) Reduced Candidate List.

9. Electronic Transfer:

By submitting a response to this solicitation, the Consultant agrees to accept payments by electronic funds transfer unless the State Comptroller's Office grants an exemption. The selected Consultant shall register with the EFT Registration, General Accounting Division form using the COT/GAD X-10 Vendor Electronic Funds (EFT) Registration Request Form, available at

<http://compnet.comp.state.md.us/gad/pdf/GADX-10.pdf>. Any request for exemption must be submitted to the State Comptroller's Office for approval at the address specified on the COT/GAD X-10 form and must include the business identification information as stated on the form and include the reasons for the exemption.

10. Rating Criteria: The major factors/criteria for the establishment of a Reduced Candidate List for this Project, in descending order of importance, will be:

- a. Key staff experience
- b. Firm's competence in providing the required services
- c. Past Performance on similar and MDOT Projects

- d. Capability to accomplish proposed work in required time
 - e. Compatibility of size of firm with size of proposed project
 - f. Location of Firm
12. Respond by: **October 27, 2009**, prior to 4:00 P.M. (Eastern Standard Time)

RESPOND TO:

Paul F. Becker

CONSULTANT SERVICES DIVISION

Fourth Floor, C-405

707 North Calvert Street

Baltimore, Maryland 21202

I. State Highway Administration

A. Contract Number: BCS 2010-06

1. Project Description: To perform supplemental construction inspection services for the State Highway Administration's Construction Inspection Division for various construction projects. It is anticipated the Highway Administration will enter into multiple Districtwide Agreements, as follows:

a) Two (2) agreements in District #3: Montgomery & Prince Georges Counties, Districtwide supplementary construction inspection services.

The approximate value of each agreement is \$10 million.

b) One (1) agreement in District #4: Baltimore & Harford Counties, Districtwide supplementary construction inspection services. The approximate value of this agreement is \$12 million.

c) Two (2) agreements in District #5: Anne Arundel, Calvert, Charles & St. Mary's Counties, Districtwide supplementary construction inspection services. The approximate value of each agreement is \$14 million.

d) One (1) Agreement in District #7: Carroll, Frederick and Howard Counties, Districtwide supplementary construction inspection services. The approximate value of this agreement is \$14 million.

For each District Agreement, services are to be provided for approximately five (5) years and will consist of individual project assignments. Project assignments will depend on the State Highway Administration's workload and construction project awards. It is anticipated that project assignments will be funded with Federal and State funds.

2. Consultant Services Required: For the consultant agreements awarded in this series of projects, the consultant will be required to provide approximately twenty-four (24) Consultant Technicians, estimated as follows:

- 1 to 2 Transportation Engineering Technician with a minimum of eight (8) years of highway or bridge inspection experience.
- 4 to 10 Transportation Engineering Technicians with a minimum of five (5) years of highway or bridge inspection experience.
- 3 to 9 Transportation Engineering Technicians with a minimum of three (3) years of highway or bridge inspection experience.
- 1 to 3 Transportation Engineering Technicians with a minimum of one (1) year of highway engineering activity.

For each District Agreement, the selected Consultant will also be required to furnish two (2) Professional Engineers registered in the State of Maryland, one of which shall have structural engineering experience. These individuals may be used on an on-call basis for an estimated time not to exceed five (5) hours per week per individual. For each project assignment the State Highway Administration shall furnish a Project Engineer or provide project oversight.

The State Highway Administration reserves the right to jointly staff projects with State Highway Administration forces.

3. Specific Type Firm Solicited: Consulting engineering firms with a minimum of five (5) years inspection experience inspecting the construction of highways and bridges.
4. Required Information: The Consultant shall submit one (1) original and four (4) copies of an Expression of Interest, which shall include the following:
 - a. One (1) Letter of Interest - Limited to two (2) pages. In the letter portion of the Expression of Interest the consultant must specifically state those District(s) where they are interested in performing services.
 - b. One (1) US Government Form SF 255.
 - c. One (1) US Government Form SF 254 for each firm, including each subcontractor, proposed.
 - d. One (1) additional unbound copy of the Letter of Interest.
 - e. One (1) additional unbound SF 254 Form, for those firms, including subcontractors, who are not currently on file with the Consultant Services Division.
 - f. The Consultant shall comply with the "Requirements" and "Special Requirements" set forth hereinafter when completing the aforesaid documentation.

Note: US Government forms are to be completed with standard size typing and are not to be photo reduced. Computer generated forms are acceptable; however, the format and spacing is to be

identical to that of the Standard Forms 254 and 255.

5. Requirements - Documentation: In completing the SF 255 Form, Item #4, Personnel by Discipline, the Consultant shall document personnel by discipline presently employed at the work location proposed. If more than one (1) location is being proposed by the Consultant, the Consultant must clearly document all locations proposed and show the total number of personnel by discipline for all locations proposed. Subcontractor personnel are not to be included.

The information required for Item #7, Key Staff, is to be limited to six (6) individuals who are proposed for performing significant productive time on the Project and in total shall not exceed three(3) pages in length. The Consultant must document in writing in Item #7 that the key staff individuals meet the following requirements:

- One (1) Key Staff individual shall be a Professional Engineer Registered in the State of Maryland with expertise in project management. This individual must be an employee of the Prime Consultant firm or the Prime joint venture constituents.
- One (1) of the remaining Key Staff individuals shall meet the Administration's Specification for the Transportation Engineering Technician V classification (dated November 1, 2007). This individual must be an employee of the Prime Consultant firm or the Prime joint venture constituents.
- Three (3) of the remaining Key Staff individuals shall meet the Administration's Specification for the Transportation Engineering Technician IV classification (dated November 1, 2007). These

individuals must be an employee of the Prime Consultant firm or the Prime joint venture Constituents.

- The remaining one (1) key staff individual shall meet the Administration's Specification for the Transportation Engineering Technician III classification (dated November 1, 2007). This individual must be an employee of the designated subconsultant.

Please note the date of the Administration's Specification for the Transportation Engineering Technicians (TET) classification is November 1, 2007. These TET specifications set forth herein are available through the Consultant Services Division. It is the Primes responsibility to clearly and accurately represent all information for Key Staff individuals (education, years of highway or bridge inspection/engineering experience, and licenses/certifications listed). **The Prime shall specifically in section "g" of the SF 255 Form show the years of highway inspection experience for each of the Transportation Engineering Technicians in the Key Staff. The Administration will not consider the addition of "With this Firm" and "With Other Firms" in section "d" of the SF 255 Form as an accurate means of determining the years of experience for Key Staff individuals.**

Where Maryland Registrations are required for the professional Key Staff, the Consultant shall include on line "f" of Item #7 of the SF 255 the words "Maryland Registered" and the Maryland License Registration Certificate Number for the individual. Failure of the Consultant to properly document Key Staff requirements in writing will result in the firm being precluded from further consideration for the

Project.

Also, the information required for Item #8, Similar Projects, shall be limited to six (6) similar projects, one of which shall be a similar project of the designated subcontractor, and shall not exceed two (2) pages in total length. Firms must contain their Similar Projects documentation to the given column widths set forth in Item #8 of the SF 255 Form. The vertical space used for each of the six (6) projects cited is at the discretion of the Consultant. Both the Key Staff individual experience and the similar projects set forth shall be recent experience performed within the past eight (8) years.

Item #10 of the SF 255 shall be limited to two (2) pages.

6. Special Requirements - DBE/MBE Provisions:

The Maryland Department of Transportation (MDOT) hereby notifies all proposers that in regard to any contract entered into pursuant to this advertisement, DBE/MBEs will be afforded full opportunity to submit expressions of interest in response to this notice and will not be subject to discrimination on the basis of race, color, sex or national origin in consideration for an award.

It is the goal of MDOT that certified businesses participate in all contracts.

Each contract will contain a goal for DBE/MBE participation, on a contract-by-contract basis. Consultants interested in submitting an

Expression of Interest must comply with the "SPECIAL PROVISIONS,

AFFIRMATIVE ACTION REQUIREMENTS, UTILIZATION OF

DISADVANTAGED BUSINESSES, THE SURFACE

TRANSPORTATION AND UNIFORM RELOCATION ASSISTANCE

ACT OF 1987 AND ISTE A OF 1991, ATTACHMENT 6", as modified June 8, 2000, which is obtainable from the Consultant Services Division at the address or phone number noted herein.

To comply with the aforesaid SPECIAL PROVISIONS, Consultants who submit Expressions of Interest must clearly set forth the DBE/MBE Prime firm(s) or DBE/MBE subcontractor(s) proposed for goal attainment indicating:

- 1) the proposed work,
- 2) percentage of total work, and
- 3) MDOT certification number,

for each DBE/MBE. **Said information shall be shown in Item #6 of the Federal Government SF 255 form.** If the proposed DBE/MBE firm is not certified by MDOT, the Consultant shall indicate the certification status of the proposed DBE/MBE firm in lieu of the certification number.

If this Project is funded with Federal funds, proposed DBE/MBE firms must be certified by MDOT to participate on federally funded Projects.

Consultants shall also set forth in the letter portion of the Expression of Interest their "Consultant Liaison Officer for Minority Affairs".

The Consultant's failure to submit all of the required DBE/MBE information, in the specified areas, will result in the Consultant being disqualified from further consideration for the Reduced Candidate List on this Project, unless it is in the best interest of the State to seek clarification or additional information from the Consultant.

CONTRACT GOALS

FOR THE PURPOSE OF THIS CONTRACT, A GOAL OF TWENTY SEVEN PERCENT (27%) HAS BEEN ESTABLISHED FOR DBE/MBEs.

DBE/MBE proposers have to meet the established DBE/MBE goal by either their own forces or approved DBE/MBE subcontractor(s).

7. Project Representative: No additional information available.
8. Additional Information: The Highway Administration reserves the right to develop multiple Reduced Candidate Lists from those firms responding to this advertisement or to make multiple selections from one (1) Reduced Candidate List.
9. **Electronic Transfer: By submitting a response to this solicitation, the Consultant agrees to accept payments by electronic funds transfer unless the State Comptroller's Office grants an exemption. The selected Consultant shall register with the EFT Registration, General Accounting Division using the COT/GAD X-10 Vendor Electronic Funds (EFT) Registration Request Form, available at <http://compnet.comp.state.md.us/gad/pdf/GADX-10.pdf> . Any request for exemption must be submitted to the State Comptroller's Office for approval at the address specified on the COT/GAD X-10 form and must include the business identification information as stated on the form and include the reasons for the exemption.**
10. Rating Criteria: The major factors/criteria for the establishment of a Reduced Candidate List for this Project, in descending order of importance, will be:
 - a. Similar Project Experience

- b. Key Staff
- c. Past Performance on SHA Projects

- d. Past Performance of proposed sub-consultant(s) on
SHA projects
 - e. Compatibility to accomplish proposed work in
required time
 - f. Compatibility of size of firm with size of proposed
project
 - g. Firms location
11. Respond by: October 29, 2009 prior to 4:00 P.M.

RESPOND TO:

Paul F. Becker

CONSULTANT SERVICES DIVISION

Fourth Floor, C-405

707 North Calvert Street

Baltimore, Maryland 21202

