

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 project(s).

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. For projects that are 100% State funded, Price Proposal cost limitations such as, but not limited to, a payroll burden and overhead limitation of 130%, may apply. For projects that are Federal funded, Price Proposal cost limitations on payroll burden and overhead shall not apply. However, the Maryland Department of Transportation reserves the right to require that split payroll burden and overhead rates be submitted appropriate for the type of services to be provided (example, Office Rate for planning/design activities and Field Rate for construction inspection). If negotiations with the firm 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/**e-mail** 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.

Consultants shall have the ability to provide background investigation results for Consultant personnel assigned to work on Highway Administration projects.

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

RESPOND TO:

Robert P. Gay

OFFICE OF PROCUREMENT AND CONTRACTS

Fourth Floor, C-405

707 North Calvert Street

Baltimore, Maryland 21202

I. State Highway Administration

A. Contract Number: BCS 2011-12

1. Project Description:

To manage other paint inspectors assigned to bridge painting contracts, perform field inspections and evaluations of new and existing coatings systems; provide expert advice, testing and training services concerning paint coatings of steel bridges; select steel and concrete coating systems for existing bridges; prepare contract documents for advertisement of cleaning and painting existing structures projects, statewide, for the State Highway Administration's Structures Inspection and Remedial Engineering Divisions. Project services are to be provided for a six (6) year period and will consist of individual project assignments. Project assignments will depend on the Highway Administration's workload. It is anticipated that project assignments will be funded with State and Federal funds. It is envisioned the Highway Administration will enter into multiple contracts for these services, each for \$1,000,000 .

2. Consultant Services Required:

To supervise and coordinate paint inspectors assigned to bridge painting contracts, perform field inspections and evaluations of existing coating systems on bridges, provide expert advice about coating system selection, investigate construction claims, design

paint systems, prepare contract documents for the advertisement of paint projects, and perform coatings testing and training services for cleaning and painting of existing steel bridges, statewide. This work includes inspection of removal of paint containing toxic metals

3. Specific Type Firm Solicited:

Consultant Engineering firms with experience cleaning and painting structural steel and concrete, including working with existing coatings that contain toxic metals, and with experience designing and evaluating performance of coating systems for steel and concrete. Firms with coatings (painting) inspectors who have been trained by NACE or a nationally recognized coating consultant or organization and capable of performing as an Area Engineer for bridge painting, supervising and coordinating other paint inspectors, statewide, or as a coatings inspector of highly sensitive bridge sites. Coatings inspectors are sought that have the necessary experience and expertise in painting inspection to verify other coatings inspectors are performing their duties, ensure good construction contractor performance, and be able to represent the State Highway Administration in cases requiring expert advice and claims analysis. This includes good knowledge of State Highway Administration construction policies and procedures,

environmental regulations, monitoring, testing procedures, the capability of performing coatings failure analysis, etc.

4. Required Information: The Consultant shall submit an Expression of Interest, which shall include the following:
 - a. One (1) Letter of Interest - Limited to two (2) pages which must contain the e-mail address of the Primary Liaison.
 - 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 three (3) individuals who are proposed for performing significant productive time on the Project and shall not exceed one (1) page in length for each individual and three (3) pages in length total.

The Consultant must provide one (1) of his own employees proposed as Key Staff as the Project Manager with expertise managing projects involving construction inspection services for the cleaning and painting of bridges, including the removal of paint containing toxic metals, environmental issues, and performing claim analysis. One (1) Key Staff individual shall have expertise in steel and concrete coating system selection on existing bridges, experience advertising cleaning and painting projects on existing bridges, and evaluation of existing coating system failures, and shall be equivalent to a State highway Administration's Transportation Engineer V. One (1) Key Staff individual shall be

trained by NACE or a nationally recognized coating consultant or organization and capable of performing as an Area Engineer for bridge painting, supervising and coordinating other paint inspectors, statewide, or as a coatings inspector of highly sensitive bridge sites, and shall be equivalent to a State Highway Administration's Transportation Engineer V. 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 five (5) similar projects and shall not exceed one (1) page 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 five (5) 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 ten (10) years.

Item #10 of the SF 255 is neither necessary nor desired. Any information presented in Item #10 will not be reviewed or considered in the evaluation process.

6. Special Requirements - DBE Provisions:

There is no DBE/MBE goal established for this Project.

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. Key Staff
- b. Similar Project Experience
- c. Specialized expertise for coatings inspection involving removal of paint containing toxic metals
- d. Past Performance on SHA Projects
- e. Compatibility of size of firm with size of proposed project
- f. Capability to accomplish proposed work in required time.
- g. Firm's location

11. Respond by: July 20, 2011 prior to 4:00 P.M. RESPOND TO:

Robert P. Gay

OFFICE OF PROCUREMENT AND CONTRACTS

Fourth Floor, C-405

707 North Calvert Street

Baltimore, Maryland 21202