

Nebraska Department of Roads

**Request for Proposal  
Professional Services  
Lincoln South Beltway  
Environmental Assessment &  
Preliminary Engineering**



April 2012

**GENERAL:**

In accordance with Nebraska Consultants' Competitive Negotiation Act (Neb. Rev. Stat. §81-1712), the Brooks Act (40 USC 544), and 23 CFR 172.5, the State of Nebraska, Department of Roads (NDOR), is issuing a Request for Proposal (RFP) for the preparation of an Environmental Assessment and Preliminary Engineering for the project **Lincoln South Beltway**. Qualified consultants are invited to submit a proposal with a statement of qualifications as outlined below. The NDOR's website referred to in this document is located at [www.roads.ne.gov/rfp/](http://www.roads.ne.gov/rfp/).

All consultants interested in doing work for the NDOR are strongly encouraged to review the NDOR's template standard engineering agreement prior to responding to any RFP. This document can be found on NDOR's website.

The Nebraska Department of Roads is seeking expressions of interest from consultants who wish to be considered to provide professional services for the preparation of an Environmental Assessment and Preliminary Engineering for a state project located near Lincoln, Nebraska. It is anticipated that one contract will be awarded under this RFP.

This Request for Proposal does not commit the Department to award a contract, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services. The Department reserves the right to award contracts to more than one qualified consultant, to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified consultant or to modify or cancel in part or in its entirety the Request for Proposal, if it is in the best interest of the Department to do so.

**BASIC SCOPE**

*Standard Work Categories: 101A, 101B, 102, 103, 105A, 105B, 107A, 107B, 202, 204, 207, 209, and 211. (Information regarding the Standard Work Categories can be found on NDOR's website).*

Preliminary engineering entails everything needed to support the creation of the Environmental Assessment document through final approval. The selected consultant

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will coordinate their efforts with NDOR staff and/or other consultants performing necessary services on this project. Additionally, the Consultant will be responsible for coordinating the project with all other involved agencies including City of Lincoln, Lancaster County, FHWA and other regulatory entities.

Preliminary engineering will include, but not necessarily be limited to:

Major Roadway design including but not limited to: Limits of Construction Plans, typical sections, cross sections, LOC's, drainage design, interchange and ramp design.

Bridge design will include developing the preliminary plans showing Type, Size, and Location (TS&L) for all bridges within the project limits.

Traffic forecasting work will include, but not necessarily be limited to; modifying the current transportation model by adding the South Beltway and developing projected traffic volumes for the beltway. Land use scenarios will be developed by the Consultant in cooperation and consultation with the Lincoln City/Lancaster County MPO and through information provided in the City's recently approved LRTP. Modeling work will be performed using TransCad modeling software. The City of Lincoln will provide the recently updated model (which excluded all 'illustrative' projects) to the Consultant. Traffic studies will also be conducted to verify the preferred alternative will accommodate future traffic volumes at acceptable levels of service.

Survey services will be limited to those that may be required for pickup surveys needed to augment the initial survey done by NDOR in support of the preliminary engineering services.

Additional geotechnical work is unlikely to be required, but the Consultant will be required to provide this service should additional work become necessary to support PE or EA activities. Final design is not a part of the services solicited by this RFP.

The Environmental Study Area is generally considered to be within a boundary near the proposed Right-of-Way and adjacent to the proposed roadway. However, for some resources, the Environmental Study Area may expand to consider potential impacts due to proximity. The anticipated level of documentation is an Environmental Assessment (EA) with the possibility of the need for an Environmental Impact Statement (EIS). If an EIS is required, the agreement will be supplemented. To be considered for these services, the consultant must be certified to perform Environmental Studies (including both EA and EIS work) for the NDOR (Standard Work Category 101A). The consultant's knowledge of NEPA and environmental technical issues are important qualifications to perform this work.

The following services are anticipated to be provided by NDOR either in-house or through consultant services not included in this RFP:

- Right of way design
- Aerial survey
- Noise Study
- Floodplain Study
- Wetlands delineation
- T&E Evaluation

It is NDOR's goal to have a signed draft Environmental Assessment (EA) completed eighteen months following the notice to proceed. Assuming a Notice to Proceed date of August 15, 2012, interested consultants should address how they propose to meet the schedule in their response to this RFP.

### **PROJECT DESCRIPTION AND BACKGROUND:**

The project limits run from US-77 at a location approximately 0.5 mile south of Saltillo Road, and extend east to N-2 at approximately South 120<sup>th</sup> St. Access points are proposed at South 27<sup>th</sup>, South 68<sup>th</sup> and South 84<sup>th</sup> Streets. The total length of the project is approximately 8 miles. A location map of the study area can be found at [www.roads.ne.gov/projects](http://www.roads.ne.gov/projects).

The proposed roadway is anticipated to be a four-lane, median divided freeway with paved shoulders and includes interchanges at Highway US-77, South 27<sup>th</sup> Street, South 68<sup>th</sup> Street, South 84<sup>th</sup> Street and Highway N-2/South 120<sup>th</sup> Streets. Other aspects of this project may include new access and connecting roads with associated driveway, sidewalk, drainage, and utility improvements/relocations.

The Final Environmental Impact Statement (FEIS) and Final Section 4(f) Statement for the South and East Beltways, Lincoln, Lancaster County Nebraska, were signed by FHWA on June 18, 2002 and the Record of Decision (ROD) was signed September 19, 2002. Since the approval of the ROD, additional design for the South Beltway has moved forward. Changes from the FEIS have been realized as a result of continued development of preliminary design, a value engineering study, and public involvement. Some of the changes have been noted and summarized in technical memorandums to the FHWA. Major changes include modification to the project typical section and footprint to meet current design standards and to accommodate future capacity needs. As a result of these modifications, we anticipate changes to ramp and interchange layouts. The work under this RFP will include both the environmental assessment and associated preliminary engineering work for the revised project footprint.

The Environmental Assessment (EA) will be developed concurrently with the Preliminary Engineering to address the changed footprint and assess any new impacts since the original ROD was issued. NDOR will manage the EA in a manner that will not

predetermine the outcome of the NEPA decision. Consultants shall assume the following when preparing their proposal and approach to the project:

- The EA will need to update and verify the purpose and need in the FEIS.
- The EA will analyze impacts of a preferred alternative and no-build.
- The EA will include the analysis of impacts due to changes in the corridor, updates to consultation on resources, updates to the facility design to meet current standards, and response to the Value Engineering Study (VE).
- A public hearing will be held as part of the process.
- If the EA identifies significant impacts to the environment, additional NEPA studies will be conducted.

Additional information regarding the 2002 Final Environmental Impact Statement and Final Section 4(f) Statement can be found at: [www.roads.ne.gov/projects](http://www.roads.ne.gov/projects)

**DETAILS:**

A minimum of three (3) consultants will be short-listed for interviews, from which the NDOR plans to select one (1) consultant.

**SCHEDULE OF ACTIVITIES:**

Schedule of Activities	Date (2012)	Time (CST)
RFP Posted	April 11 – May 2	
Final Updates to RFP	April 25	5 pm
DR Form 497 on File at NDOR	May 2	5 pm
Drug-Free Workplace Policy on File*	May 2	5 pm
Proposals Due	May 2	5 pm
Short-List Firms	May 23	5 pm
Interview	June 13	1 pm – 5 pm
Post Final Selections	June 18	5 pm
Scoping Meeting	July 12	TBD

**\* Please submit the Drug-Free Workplace Policy separate from the response to this RFP. NOTE: The Drug-Free Workplace Policy is a onetime submittal to the NDOR. Please do not re-submit this document unless your Policy has changed or you never have submitted this document with a previous proposal.**

**EVALUATION CRITERIA:**

***Short List (100 pts)***

Professional qualifications necessary for satisfactory performance (40 pts)

- a. Qualifications of project manager and key team members to perform the work categories on the project. Project manager's demonstrated ability to manage complex projects with multiple agencies.
- b. Consultant's knowledge of FHWA, NDOR, & other reviewing agencies' standards and procedures.
- c. Environmental Staff's knowledge of NEPA and environmental issues associated with the project.
- d. Consultant's experience and expertise in the following aspects of anticipated preliminary engineering services:
  - Highway and freeway design
  - County road design
  - Interchange and intersection design
  - Bridge design
  - Drainage design and hydraulics
  - Traffic Modeling and Level of Service traffic analysis
  - Design Surveys
- e. Consultant's experience and expertise leading public involvement programs related to highway projects.
- f. Consultant's understanding of the project and study area. Consultant's discussion of unique or critical aspects of, or approach to, the project necessary for its success.
- g. Expertise using applicable computer programs including GeoPak, MicroStation, TransCad, and other software needed to perform the work.

Specialized experience and technical competence in the type of work required (20 pts)

- a. Applicability and relevance of comparable projects provided by the Consultant. (Consultant should limit its number of projects to five (5) in their proposal.)
- b. Consultant's experience in all engineering disciplines necessary to complete the work included in the project scope.

Past performance on contracts with government agencies and private industry (20 pts)

- a. Project schedule adherence on previous projects with NDOR.
- b. Performance of the Project Manager on similar NDOR work.
- c. Demonstrated ability to work well as an extension of NDOR staff on previous projects.
- d. If firm has no experience with NDOR, review information obtained from Consultant's references for Consultant's performance with other states, local governments, or appropriate clients.

The capacity to accomplish the work in the required time (20 pts)

- a. Consultant has demonstrated adequate staff is available and allocated to this project.
- b. Consultant's proposed schedule demonstrates a well-conceived work plan capable of delivering the project within the time proposed.
- c. Current workload of the consultant. What other commitments does the Consultant's proposed team have?

### ***Final Selection (100 pts)***

Professional qualifications necessary for satisfactory performance (35 pts)

- a. Qualifications of project manager and key team members to perform the work categories on the project. Project manager's demonstrated ability to manage complex projects with multiple agencies.
- b. Consultant's knowledge of FHWA, NDOR, & other reviewing agencies' standards and procedures.
- c. Environmental Staff's knowledge of NEPA and environmental issues associated with the project.
- d. Consultant's experience and expertise in the following aspects of anticipated preliminary engineering services:
  - Highway and freeway design
  - County road design
  - Interchange and intersection design
  - Bridge design
  - Drainage design and hydraulics
  - Traffic Modeling and Level of Service traffic analysis
  - Design Surveys
- e. Consultant's experience and expertise leading public involvement programs related to highway projects.
- f. Consultant's understanding of the project and study area. Consultant's discussion of unique or critical aspects of, or approach to, the project necessary for its success.
- g. Expertise using applicable computer programs including GeoPak, MicroStation, TransCad and other software needed to perform the work.

Specialized experience and technical competence in the type of work required (20 pts)

- a. Applicability and relevance of comparable projects provided by the Consultant. (Consultant should limit its number of projects to five (5) in their proposal.)
- b. Consultant's experience in all engineering disciplines necessary to complete the work included in the project scope.

Past performance on contracts with government agencies and private industry (20 pts)

- a. Project schedule adherence on previous projects with NDOR.
- b. Performance of the Project Manager on similar NDOR work.
- c. Demonstrated ability to work well as an extension of NDOR staff on previous projects.
- d. If firm has no experience with NDOR, review information obtained from Consultant's references for Consultant's performance with other states, local governments, or appropriate clients.

The capacity to accomplish the work in the required time (15 pts)

- a. Consultant has demonstrated adequate staff is available and allocated to this project.
- b. Consultant's proposed schedule demonstrates a well-conceived work plan capable of delivering the project within the time proposed.
- c. Current workload of the consultant. What other commitments does the Consultant's proposed team have?

Quality of the interview (10 pts)

- a. Presentation was clear and concise.
- b. Evaluation criteria were addressed during presentation.
- c. Questions were appropriately answered by consultant.

***The NDOR reserves the right to abandon or terminate any contract at any time and either re-advertise services or utilize its own forces. The NDOR also reserves the right to accomplish services for future phases on all the above projects with the selected consultant, select another consultant, or utilize its own forces.***

## **INSTRUCTIONS**

Inclusion of a Disadvantaged Business Enterprises is not a requirement in the selection of a project team.

***Please do not call or write NDOR, City of Lincoln, or Lancaster County staff for information regarding the services in this RFP. Email all inquiries/questions to Assistant Agreements Engineer, John Thomas, at: [John.Thomas@nebraska.gov](mailto:John.Thomas@nebraska.gov).***

The NDOR will not hold a briefing. All project related information is contained within this RFP and on the NDOR's website. If additional information is deemed necessary, it will be posted on the same web page as this RFP and will be labeled as "Update." Consultants interested in this RFP are responsible for checking for updated information. No updates will be posted after **April 25, 2012**.

Other relevant information on NDOR's web site includes the following:

1. Nebraska Department of Roads Submittal Form 2012
2. Standard Engineering Agreement
3. Drug Free Workplace Policy Example
4. DR Form 498, "Architect, Engineer, & Related Services Supplement to Statement of Qualifications"

Interested consultants must have a current DR Form 497, "Architect, Engineer, and Related Services Certification Form" on file with the NDOR prior to **May 2, 2012**.

While the "Drug-Free Workplace Policy" is not a submittal requirement, all consultants must have an acceptable "Drug-Free Workplace Policy" on file prior to **May 2, 2012**.

### **SUBMITTAL OF PROPOSALS**

Submittals are to include the following in the order given below:

1. Front cover to include the Prime Consultant, Sub-consultants (if applicable), and title of project/service.
2. A letter of interest not to exceed two (2) pages.
3. The Department of Roads "Submittal Form 2012" must be filled out with respect to the prime and the sub-consultants.
4. Organizational Chart not to exceed one (1) page.
5. A narrative responding to the established evaluation factors.
6. Additional supportive material such as charts, tables, resumes, or photos. Total combined pages for the narrative and supportive materials shall not exceed 30 pages.
7. DR Form 498 not to exceed six (6) pages for the prime consultant and six (6) pages for each sub-consultant. A separate DR Form 498 must be submitted for each sub-consultant to be used.

Additional submittal requirements are:

1. All material in the submittal must be on 8½ x 11 paper printed on one (1) side, single or double spaced.
2. Submittal covers and dividers between the sections are allowed and not included in the page limit.
3. Fold-out pages are not allowed.
4. Submittals are to be spiral bound. No 3-ring binders.

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Nine (9) copies of the submittal must be sent to the following:

Dawn Y. Knott, P.E.  
Consultant Procurement and Agreements Engineer  
Nebraska Department of Roads  
Planning and Project Development Division  
1500 Highway 2  
PO Box 94759  
Lincoln NE  
PO Box ZIP Code: 68509-4759 Shipping ZIP Code: 68502

An electronic copy of the proposals must be created in PDF format. An electronic version is not a submittal requirement. Those firms short-listed may be asked to submit an electronic copy of their proposal.

***All information must be received by 5:00 p.m. on May 2, 2012.  
No exceptions to this deadline will be given.***

**INTERVIEWS:**

The short-listed consultants will be notified by telephone of the interview time. Interviews will be capped at 55 minutes max; please allot at least 20 minutes of this time to answer questions from the selection panel. The NDOR will provide the short-listed firms with any prepared questions or topics that should be addressed within the interview.

The NDOR will make every effort to post the short-listed consultants and the interview schedule on the NDOR's website by **5:00 p.m. on May 23, 2012.**

The NDOR's selection committee will conduct interviews with the short-listed consultants on **June 13, 2012** at the Nebraska Department of Roads, Central Complex, Highway Commission Room 103, 1500 Highway 2, Lincoln, Nebraska.

Upon completion of all the interviews, and Director-State Engineer approval, the selected consultant will be notified by telephone. The NDOR will make every effort to post the final selection on the NDOR's website **by 5:00 p.m. on June 18, 2012.**

A scoping meeting is planned for **July 12, 2012** to discuss the proposed scope of services with the selected consultant.

Monty W. Fredrickson, P.E.  
Director-State Engineer  
Nebraska Department of Roads

*EQUAL OPPORTUNITY EMPLOYER*