

**County of Erie, Pennsylvania
Preliminary Engineering, Final Design, Appraisal Services and
Construction Consultation
For Akerley Road Bridge (T-883)**

Request for Letters of Interest/Statement of Qualifications

Conneaut Township is soliciting Letters of Interest (LOI) and Statements of Qualifications for consulting engineers licensed in Pennsylvania and designated as PennDOT ECMS Business Partners for preliminary engineering, final design, appraisal services and construction consultation for the replacement of the Akerley Road Bridge (BMS# 25 7203 0883 4037). Akerley Road Bridge carries traffic over Ashtabula Creek in Conneaut Township, Erie County, Pennsylvania. The scope of construction includes the replacement of the existing structure and all necessary roadway approach work.

Part I

Part Name: Preliminary Engineering and Environmental Clearance

Project Description: This assignment part will involve those tasks necessary to perform and complete the preliminary engineering and environmental studies to obtain an approved NEPA document to advance the project to final design for the roadway approaches and replacement of a Single Span Steel I-Beam bridge spanning Ashtabula Creek in Conneaut Township, Erie County.

Environmental tasks will include but not be limited to preparation of a Categorical Exclusion Evaluation – Level 1b, public involvement activities and any other environmental investigations or studies required to complete the appropriate level of NEPA documentation and environmental clearance.

Engineering tasks will include but not be limited to Field Surveys, Hydrologic and Hydraulic Study, Subsurface Boring, Sampling and Testing Contract, Type, Size and Location Study, Preliminary Right-of-Way Activities, Preliminary Utility Investigation, Preliminary Drainage Design, Preliminary Traffic Control Plan, Preliminary Pavement Design and Typical Sections, Design Field View, Project Management and Coordination and any other tasks required to establish the projects “footprint” used to define the environmental clearance while advancing the project to final design.

Assistance is to be provided by the Department with initial agency coordination and involvement with project stakeholders as needed.

Part II

Part Name: Final Design

Project Description: This assignment part will involve those tasks necessary to perform and complete the final design for the roadway approaches and replacement of a Single Span Steel I-Beam bridge spanning Ashtabula Creek in Conneaut Township, Erie County.

Preparation of a design that satisfies all environmental mitigation measures and includes but is not limited to the following engineering tasks: Supplemental Surveys, Erosion and Sedimentation Control Plan, Waterway Permits, Foundation Design, Cross-Sections, Final Right-of-Way Plan, Traffic Control Plan, Utility Engineering, Final Structure and Roadway Design, Safety Review, Final Plan Check, CPM/Constructability Review, Public Involvement, Project Management and Coordination, Plans and Specification and Estimate Submission (PS&E) in ECMS for a project letting.

Support the Department staff with continued agency coordination and attendance at any public forums or other project development meeting.

Part III

Part Name: Appraisal Services

Project Description: This assignment part will involve those tasks necessary to perform and complete the appraisal services for the replacement of a Single Span Steel I-Beam bridge spanning Ashtabula Creek in Conneaut Township, Erie County.

Secure the services of a state approved appraiser and review appraiser and submit appraisal documents to the Department. Preparation of the appraisals will include but not limited to the following tasks: Appraisal Planning/Services/Review, Negotiations Consultation and Other Services.

Part IV

Part Name: Construction Consultation

Project Description: This assignment part will involve those tasks necessary to perform and complete construction consultation for the roadway approaches and replacement of a Single Span Steel I-Beam bridge spanning Ashtabula Creek in Conneaut Township, Erie County.

Following the project letting, the consultant will be required to attend the pre-construction conference, review shop drawings and provide construction consultation and other engineering services necessary to assist the contractor and the District Construction Unit.

The Department's procedures for Enhanced Modified Consultant Selection will be used for this agreement.

The Statement of Interest, at a minimum, should indicate how the selected firm will accomplish the tasks outlined and provide the services as detailed. The anticipated duration of the agreement is 10 years.

The following factors, listed in order of importance, will be considered by the municipality's selection committee during the evaluation of the Business Partners submitting Statement of Interest:

Selection Criteria (in order of importance)	Weight (%)
1. Project management skills and ability to work effectively with the Department during all phases of the project.	25
2. Specialized experience and technical competence of the consultant team. The specific experience of individuals and available staffing will be considered.	20
3. Methodology of project delivery in relation to developing and/or meeting design and construction schedules.	20
4. Ability of the team to assure the Department that they will provide a quality construction plan.	15
5. Ability of the team to ensure that a cost-effective project for construction will be designed.	10
6. Methods the team will employ to control the cost of design and minimize future maintenance of the project.	10

The Department expects full commitment from the selected team to assist in the delivery of a cost-effective, quality project to a construction letting in an expeditious manner.

The goal for Disadvantaged Business Enterprise (DBE) participation in this agreement shall be 10% of the total agreement costs excluding non-professional costs. Cost included in the DBE firm's price proposal listed as direct cost of work and services by others, shall not count as DBE participation in this agreement. Additional information concerning DBE participation in this agreement is contained in the General Requirements and Information.

General Requirements and Information

Firms interested in providing work and services for this agreement are invited to submit a Statement of Interest. All consultants (both prime consultant and sub consultants) to be included in this Statement of Interest must be registered as a PennDOT Business Partners and have their annual qualifications package submitted to the ECMS system.

Submit four (4) copies on or before 3:00 PM, January 29, 2009 to Marilyn Strait at the following address:

Conneaut Township
12500 Route 6N
Albion, Pa. 16401
(814) 756-4301

The township may revise a published advertisement. If the township revises a published advertisement less than ten days before the Statement of Interest due date, the due date will be extended to maintain the minimum ten day advertisement duration if the revision alters the project scope or selection criteria. You are responsible to monitor advertisements to assure your Statement of Interest complies with any changes in the published advertisement.

Statement of Interest documents shall comply with the following unless otherwise specified in the advertisement:

1. Limited to a maximum of five (5) pages (8 1/2" x 11"), typed using 12 font size or larger.
2. Identify the agreement project manager.
3. Identify agreement staff that is key to the agreement success.
4. Include full disclosure of any potential conflict of interest by the prime or any sub consultant based on Engineering Involvement Restrictions Guidelines as established in the Department's letter to all Consulting Engineers, issued May 2, 2005. If there are no potential conflicts, you shall include the following statement: "I have reviewed the letter to all Consulting Engineers of May 2, 2005 and determined that there are no potential conflicts of interest for anyone on this agreement team."
5. Include full disclosure of any potential conflict with the State Adverse Interest of State Advisor or Consultant Statute by the prime or any sub consultant. If there is no adverse interest, you shall include the following statement: "I have reviewed the State Adverse Interest Statute and determined that there is no adverse interest for anyone on this agreement team."

Resumes documents shall comply with the following unless otherwise specified in the advertisement:

1. Resumes must use the resume template from the Annual Qualifications Package and must not exceed two pages per individual.
2. The maximum number of resumes included with your Statement of Interest shall be as stated in this advertisement. If the advertisement does not specify the maximum number of resumes, you shall not include resumes of more than five individuals you believe to be the key to the agreement success. You may include resumes tailored to this agreement's needs for individuals even if your Annual Qualification Package includes a resume for that individual.

By including an individual's resume in a Statement of Interest for this agreement, the consultant firm is certifying that they have the individual's approval to use his or her name in this Statement of Interest.

By submitting a Statement of Interest for an agreement that requests engineering services, the consulting firm is certifying that the firm is qualified to perform engineering services in accordance with the laws of the Commonwealth of Pennsylvania. A firm not eligible to submit, due to this requirement, may submit a Statement of Interest as a part of a joint venture with an individual, firm or corporation that is permitted under state law to engage in the practice of engineering.

If a Joint Venture responds to the advertisement, the Department will not accept separate Statements of Interest from the Joint Venture constituents. A firm will not be permitted to submit a Statement of Interest on more than one (1) Joint Venture for the same agreement. A firm that responds to this advertisement as a prime may not be included as a designated sub consultant to another firm that responds as a prime to this advertisement. Multiple responses under any of the foregoing situations will cause the rejection of all responses of the firm or firms involved. The above does not preclude a firm from being designated a sub consultant to more than one (1) prime responding to this advertisement.

The goal for DBE participation shall be as stated in the advertisement. If a goal for DBE participation is established for this agreement, firms expressing interest in this agreement must agree to ensure that DBE firms, as defined in the Transportation Equity Act for the 21st Century (TEA-21) and currently "certified" by the Department of Transportation, shall have the opportunity to participate in any subcontracting or furnishing supplies or services approved under Form 442, Section 1.10(a). The TEA-21 requires that firms owned and controlled by women (WBEs) be included as a presumptive group within the definition of DBE firms. Responding firms shall make good faith efforts to meet the DBE goal using DBE firms (as they are defined prior to the act, WBEs or combinations thereof). Proposed DBE firms must be "certified" at the time of submission of the Statement of Interest. If the selected firm fails to meet the established DBE participation goal, it shall be required to demonstrate its good faith efforts to attain the goal.

"Certified" means a DBE certified by any of the following agencies: Allegheny County, Office of Minority, Women and Disadvantaged Business Enterprises; City of Philadelphia, Minority Business Enterprise Council; Pennsylvania Department of Transportation, Bureau of Equal Opportunity; Port Authority of Allegheny County, Office of Equal Opportunity; or Southeastern Pennsylvania Transportation Authority, Small & Disadvantaged Business Utilization Department.

Firms submitting a Statement of Interest document that does not comply with the above requirements will not be considered for this assignment.

Small firms, DBE firms, and other firms who have not previously performed work for the Department of Transportation are encouraged to submit a Statement of Interest.

The assignment of this agreement will be made to one of the firms who submitted an acceptable Statement of Interest in response to this advertisement. The assignment will be made based on the Department's evaluation of the firm's qualification and capabilities. The Department reserves the right to reject all Statements of Interest submitted, to cancel the solicitation request under this notice, and/or to re-advertise a Statement of Interest solicitation for this work and services.