

# PENNSYLVANIA TURNPIKE COMMISSION

## RETENTION OF AN ENGINEERING FIRM

### Open End Contract Communication Tower Analyses and Engineering Services Systemwide

#### Reference No. 3-231

#### *Revisions made on 2-17-12 in Italics and Underlined or Strikethrough*

The Pennsylvania Turnpike Commission will retain an engineering firm on an open end contract basis to perform engineering design services and structural analyses for communication towers. The Commission currently owns more than 50 self-supporting towers and monopoles located throughout the Commonwealth. The purpose of the contract is to achieve uniform evaluation and documentation of the towers. The contract will be for a period of three (3) years or \$300,000, whichever occurs first.

The engineering services may include, but are not limited to the following:

- Develop parameters and specifications for the engineering analyses that will be required for projects involving the design and installation of tower component(s). The specifications to be developed by the engineering firm will be provided to outside vendors by the Commission. The outside vendors will be required to perform analyses that meet the requirements of the specifications.
- Review structural engineering analyses submitted by others – or perform structural analyses as required - to determine the capacity of existing towers. Provide a report, of each analytical review or structural analysis, which shall include a summary of the project, a description of the engineering analysis including the software, the findings of the analysis or review, and conclusions and recommendations. Please note that the selected consultant is ineligible to perform analyses or design services for submissions/proposals made by others that the selected consultant will be expected to review (cannot review own work).
- *Tower engineering and analyses must be performed using software that complies with ANSI/TIA-222-G or subsequent standard issued by ANSI/TIA.*
- Perform site visits to the towers to document, map, and photograph towers, tower components, and tower compounds. Map tower components and inspect/investigate existing loading, foundations, and steel elements.
- Submit data electronically, as required, for upload to Commission information systems.

- Ancillary engineering services may include, but are not limited to analyses of radio frequency interference and total radiation.

The firm will be required to provide sufficient office personnel, managers, engineers, and technicians to support all requested services.

## **GENERAL REQUIREMENTS AND INFORMATION**

Firms interested in providing the above work and services are invited to submit three copies of a Statement of Interest with the required information. The Statements of Interest must include the following:

1. One page transmittal letter clearly identifying the project reference number, brief description of the project from the advertisement, the firm's federal identification number, the firm's legal name, contact person or project manager, address of corporate office and project office. (If the firm has multiple offices, the location of the office performing the work must be identified).
2. A five (5)-page (maximum) statement of interest on the advertised project. Each firm should demonstrate their ability to perform the specific requirements indicated for each project and provide explanation of the technical approach including the roles of each subconsultant and the extent that each subconsultant will be utilized.
3. An organization chart for the Project, identifying key personnel and identifying all subconsultants and their specific assignments. Any deviation from the subconsultants listed in the statement of interest will require written approval from the Commission.
4. Tabulation or listing of workload for the prime consultant and all subconsultants for all Pennsylvania Department of Transportation and Pennsylvania Turnpike Commission projects. Do not graphically represent the firm's workload.
5. A Consultant Qualification Package similar to the one submitted to the Pennsylvania Department of Transportation for the current year or one that is best suited for this project. A copy of the Consultant Qualification Package printed directly from PennDOT's ECMS website is acceptable.

The Consultant Qualification Package should contain, at a minimum, the following information for the prime consultant and all subconsultants and attached to the back of the Statement of Interest (subs to follow primes):

- ECMS General Information and Project Experience Forms or Standard Form (SF) 254 or 330 - Architect-Engineer and Related Services Questionnaire in its entirety, either not more than one (1) year old as of the date of the advertisement.
- Resumes of key personnel expected to be involved in the project. (Limit to three (3) 8-1/2 x 11 pages, per person). Only resumes of key personnel should be included.
- Copy of the firm's registration to do business in the Commonwealth as provided by the Department of State for firms with out-of-state headquarters or corporations not incorporated in Pennsylvania.
- A copy of the firm's DBE/MBE/WBE Certification, if applicable.

If a Joint Venture responds to a project advertisement, the Commission will not accept separate Statements of Interest from 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 project reference number. Also, a firm that responds to a project as a prime may not be included as a designated subconsultant to another firm that responds to the same project advertisement. Multiple responses under any of the forgoing situations will cause the rejection of all responses of the firm or firms involved. This does not preclude a firm from being set forth as a designated subconsultant to more than one prime consultant responding to the project advertisement.

The Turnpike Commission is committed to the inclusion of disadvantaged, minority, and woman-owned firms in contracting opportunities. Responding firms shall clearly identify DBE/MBE/WBE firms, expected to participate in this contract, in their Statement of Interest. Proposed DBE/MBE/WBE firms must be certified by the Pennsylvania Department of General Services ([www.dgs.state.pa.us](http://www.dgs.state.pa.us)) or the Pennsylvania Unified Certification Program ([www.paucp.com](http://www.paucp.com)) at the time of the submission of the Statement of Interest. While DBE/MBE/WBE participation is not a requirement for the RFP, inclusion of DBE/MBE/WBEs will be a factor in the evaluation determination. Small, disadvantaged, minority, and woman-owned firms, and other firms who have not previously performed work for the Commission are encouraged to submit a Statement of Interest.

The following factors are listed in relative order of importance and will be considered by the Commission during the evaluation of the firms submitting Statements of Interest for this contract:

- a. Experience and technical competence of prime consultant and subconsultants for the type of services that are requested. The prime consultant shall have a minimum of five (5) years' experience with tower engineering and analysis, including experience with the computer software ~~RS222G~~ required by that complies with ANSI/TIA-222-G or subsequent standard issued by ANSI/TIA. As

~~part of this contract, structural analyses must be performed using the software RS222G in accordance with ANSI/TIA-222-G or subsequent standard issued by ANSI/TIA.~~

- b. Past record of performance of tower engineering and tower structural analyses with respect to previous experience, work quality, cost control, and ability to meet schedules. The firm should identify similar projects/contracts, which have been completed by the firm and should include the magnitude of the project and the client.
- c. The specific experience of key staff relevant to the requested services, including OSHA-certified tower climbers, as well as the number of individuals who constitute the firm.
- d. Provide a discussion on the firm's QA/QC program and how the firm will ensure the accuracy and completeness of all deliverables.
- e. DBE/MBE/WBE certification if applicable or the inclusion of DBE/MBE/WBE certified firms on the project team.

Address these items and any necessary further details in a brief yet comprehensive manner in the Statement of Interest.

Questions and inquiries concerning this Project should be directed to Mr. James E. Gerlach, CFM, at (717) 939-9551, Ext. 3662, or by email at [jgerlach@paturnpike.com](mailto:jgerlach@paturnpike.com). Contractual questions should be directed to Mr. Donald S. Klingensmith at (717) 939-9551, ext. 5850; or by e-mail at [dklingen@paturnpike.com](mailto:dklingen@paturnpike.com).

Firms interested in performing the above services are invited to submit **three (3)** copies of a Statement of Interest and required information to Mr. Donald S. Klingensmith, P.E., Manager of Contracts Administration, at the PA Turnpike Commission Administration Building. Our ground address for overnight/next-day deliveries is 700 South Eisenhower Boulevard, Middletown, PA 17057. Our mailing address for U.S. Mail is P. O. Box 67676, Harrisburg, PA 17106-7676. Please note that use of U.S. Mail, FedEx, UPS, or other delivery method does not guarantee delivery to this address by the time listed below for submission. Firms mailing a Statement of Interest should allow sufficient delivery time to ensure timely receipt of their Statement of Interest.

The Statement of Interest and required information must be received by 12:00 PM (noon), Local Time, **Wednesday, February, 29 2012**. Any Statements of Interest received after this date and time will be time-stamped and returned.

Based on an evaluation of acceptable Statements of Interest received in response to this solicitation, one firm will be selected from this advertisement. Statements of interest will be reviewed and evaluated by a Technical Evaluation Team comprised of qualified personnel. The Technical Evaluation Team will present the evaluations to the

Professional Services Procurement Committee (PSPC). The PSPC will provide a recommendation for selection for approval by the Commission. Technical Proposals will not be requested before the selection.

The Commission may revise a published advertisement. If the Commission 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. Firms are responsible to monitor advertisements to assure the Statement of Interest complies with any changes in the published advertisement.

The Commission reserves the right to reject all statements of interest, to cancel solicitation requested under this notice, and/or to re-advertise solicitation for the work and services.

William K. Lieberman  
Chairperson