

PENNSYLVANIA TURNPIKE COMMISSION

RETENTION OF AN ENGINEERING FIRM

Design Management Services of Total Reconstruction Projects

Reference No. 5-082

The Pennsylvania Turnpike Commission will retain an engineering firm to perform design management services on the following four total reconstruction projects at various locations on the Turnpike.

1. Milepost 298 to 303 (Western section of - Morgantown Interchange to Downingtown Interchange)
2. Milepost 303 to 308 (Middle section of - Morgantown Interchange to Downingtown Interchange)
3. Milepost 308 to 312 (Eastern section of - Morgantown Interchange to Downingtown Interchange)
4. Milepost A-38 to A-44 (Northern section of - Lansdale Interchange to Quakertown Interchange)

The firm will be required to assist the Turnpike Project Manager(s) in the management of the prime design consultants on the individual total reconstruction projects. The primary tasks will be to ensure quality design submissions that meet all established submission dates, to ensure the accuracy and completeness of all deliverables, and to ensure design consistency between the four projects. The firm will also be available to attend and assist at all public meetings, agency meetings and meetings with elected officials, as required.

Design Management services will include the review of the preliminary and final design activities, and the contract will continue until all four reconstruction projects have been awarded for construction. The Design Manager services will also include the review of preliminary and final design activities of any early-action structure and/or miscellaneous roadway contracts.

Design Manager tasks will include but are not limited to: preparation of master schedules to coordinate all phases of the project; monitoring of schedules to assure compliance with the master schedule; monitoring of design costs to keep cost within budget; review of design plans and submissions; review of preliminary and final right-of-way plans and utility relocation plans; review of environmental work items including permit applications; review of special provisions, specifications and cost estimates; conducting design review meetings; and coordinating with PennDOT, environmental agencies, township officials, municipal authorities and utility companies by means of periodic meetings.

The selected consultant will be required to provide a full-time, permanent staff of qualified and experienced professional engineers and support personnel required to maintain project control. In addition to the full-time staff, other in-house specialists may be required to assist with specific work tasks encountered. The Commission must approve the individual designated as the Project Manager of the Design Manager's team.

The Design Manager for this contract is ineligible to be considered as a member of the design team for any of the four total reconstruction projects being managed under this contract. The lead firm/prime Consultant for any of the four total reconstruction projects being managed under this contract is ineligible to be considered as a member of the Design Manager's team. Subconsultants from the four total reconstruction projects are eligible to be subconsultants on the Design Manager's team. However, the Design Manager's subconsultants cannot be assigned by the Design Manager to the specific project(s) in which the subconsultant is directly involved as a member of a total reconstruction project design team.

GENERAL REQUIREMENTS AND INFORMATION

Firms interested in providing the above work and services are invited to submit three (3) 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 contract reference number, brief description of the contract from the advertisement, the firm's federal identification number, the firm's legal name, contact person or project manager, address of corporate office and contract office. (If the firm has multiple offices, the location of the office performing the work must be identified).
2. A five (5)-page expression of interest on the advertised contract. Each firm should demonstrate its ability to perform the specific requirements indicated for this contract and provide explanation of the technical approach stressing the Team's ability to coordinate the design of several projects that are designed by different design consultants.
3. An organization chart for the Contract, identifying key personnel and their roles and any subconsultants and identifying their specific assignments. Any deviation from the subconsultant's 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 contract. A copy of the Consultant Qualification Package printed directly from PaDOT'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). The Consultants Qualification Package should be kept as brief as possible. Only include pertinent information as it relates to the following:

- ECMS General Information and Project Experience Forms or Standard Form (SF) 254/255 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.

The Turnpike Commission is committed to the inclusion of disadvantaged, minority, and woman-owned firms in contracting opportunities. The minimum participation level for DBE/MBE/WBEs in this contract will be 10%. Responding firms shall clearly identify DBE/MBE/WBE firms, expected to participate in this contract and their proposed roles, 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) or the Pennsylvania Unified Certification Program (www.paucp.com) at the time of the submission of the Statement of Interest.

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

- a. Previous experience on PTC total reconstruction projects or similar reconstruction projects with other agencies either as a design manager or as a prime or subconsultant designer. The firm should identify any previous or similar projects that have been completed as well as the client. The Design Manager and any team members must clearly demonstrate their experience and familiarity with the Commission's total reconstruction process and plan preparation.
- b. Provide discussion on the firm's understanding of the anticipated issues and challenges typically encountered on total reconstruction projects or on any issues specific to the four total reconstruction projects to be managed by this contract.
- c. Project Manager's experience and the experience of the key staff with PTC total reconstruction projects or similar projects with other agencies.
- d. Describe your design management methodology to be used on this contract and how your team will manage the various consultant design teams including any subconsultants to ensure quality project submissions that meet all established submission dates, and to ensure the accuracy and completeness of all deliverables, and consistency of design and plan submissions between the four design projects.
- e. Workload for all Pennsylvania Turnpike Commission and Department of Transportation projects.

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

Questions and inquiries concerning this solicitation should be directed to Mr. Neil T. Raup, P.E., at (717) 939-9551, Extension 5851; or by e-mail at nraup@paturnpike.com. Contractual questions should be directed to Mr. Donald S. Klingensmith, P.E., at (717) 939-9551, Extension 5850; or by e-mail at 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, April 11, 2012**. Any Statements of Interest received after this date and time will be time-stamped and returned.

Based on an evaluation by a Technical Evaluation Team comprised of qualified personnel of acceptable Statements of Interest received in response to this solicitation, one (1) firm will be selected for this contract by the Commission for the purpose of negotiating an agreement. Technical Proposals will not be requested prior to 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
Chairman