

# **PENNSYLVANIA TURNPIKE COMMISSION**

## **RETENTION OF AN ENGINEERING OR CONSTRUCTION MANAGEMENT FIRM**

**Open-End Material Inspection and Testing Services - East**

**Milepost 200.00 to Milepost 358.11**

**and the**

**Northeast Extension, Mileposts A20.00 – A130.11**

**Berks, Bucks, Carbon, Chester, Cumberland, Dauphin, Lackawanna,  
Lancaster, Lebanon, Lehigh, Luzerne, Montgomery and York  
Counties**

**Reference No. 5-092**

The Pennsylvania Turnpike Commission will retain an engineering firm or materials testing firm for an open-end contract for construction materials inspection and testing services at plant locations supplying materials for various construction projects located within the Pennsylvania Turnpike's Eastern Region (Milepost 200.00 – 358.11 and the Northeast Extension). Occasional material inspections services may also be required at the project sites. A testing laboratory capable of performing concrete, bituminous, aggregate and soils tests in a timely manner must be available throughout the life of the contract. The types of projects that materials inspection and testing will be conducted under this contract may include, but are not limited to, roadway reconstruction, bituminous overlays, bridge construction and rehabilitations, service plaza parking lot expansions and toll plaza construction.

The agreement will be for a maximum cost of \$1,500,000.00 or for a thirty-six (36) month period.

The firm may be required to provide sufficient number of material inspectors at the off-site plant locations as directed and dictated by the contractors' work activities. The firm may also be required to provide sufficient office personnel, managers, engineers, technicians and clerical staff to support the field functions, and an individual experienced with materials inspection, who also has experience in setting up and implementing computer programs relating to bituminous, concrete and aggregate testing and inspection. The selected firm may be required to test materials at asphalt and concrete plants, perform soils and aggregate testing or perform testing associated with the manufacture of selected construction materials. Duties may also include the witnessing of onsite testing by the contractor. In addition, the selected firm may be required to keep records, document the construction work, attend monthly job conferences, determine from the project records the final quantities of certain contract items and perform other duties as may be required.

The selected firm will be required to invoice in an electronic PDF format. The firm will also be required to submit a QA plan for their services and provide a quarterly report on this function.

The Commission currently utilizes a web based project management collaboration systems (Kahua and Constructware) for most of its projects. The selected firm may be required to use these systems with some training provided by the Commission. Licenses may need to be obtained by the selected firm.

## **GENERAL REQUIREMENTS AND INFORMATION**

Firms interested in providing the above work and services are invited to submit 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 three (3) page (maximum) Statement of Interest on the advertised project. Each firm should demonstrate their ability to perform the specific requirements indicated for the 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.
6. Location of the firm's headquarters, a listing of all Pennsylvania offices and number of employees based in Pennsylvania offices

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) 254/255 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 firms in contracting opportunities. The minimum participation level for DBE/MBE/WBEs in this contract will be 10%. Responding firms shall clearly identify in the Statement of Interest the DBE/MBE/WBE firms expected to participate in this contract and shall indicate the intent to maintain the minimum participation level throughout the life of the contract. Proposed DBE/MBE/WBE firms must be certified by the Pennsylvania Unified Certification Program ([www.paucp.com](http://www.paucp.com)) at the time of the submission of the Statement of Interest.

Please note that the selected consultant, its subconsultants, and affiliated companies, cannot bid on any portion of the construction for this project. For additional guidance regarding Engineering Involvement Restrictions, see PennDOT Publication 93, Section 1.5. 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 following criteria are listed in relative order of importance and will be considered by the Commission's Technical Evaluation Team during the evaluation of the firms submitting Statements of Interest for this contract:

- a. Specialized experience and technical competence of the firm with regards to the inspection of construction materials at bituminous hot mix plants, concrete redi-mix plants, concrete precast plants, and aggregate quarries.
- b. Specialized experience and technical competence of the prime consultant and subconsultant's proposed staff with regards to the inspection of construction

materials at bituminous hot mix plants, concrete redi-mix plants, concrete precast plants, and aggregate quarries.

- c. Material laboratory testing capabilities of the material inspection team.
- d. Provide a discussion regarding your firm's QA Program including who will be responsible for QA and how the QA plan will be implemented.

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. Matthew J. Wagner, P.E., at (717) 831-7389, or by email at [mwagner@paturnpike.com](mailto:mwagner@paturnpike.com). Contractual questions should be directed to Mr. Donald S. Klingensmith at (717) 831-7585; 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., Director 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 the Contracts Administration Department by the time listed below for submission. Firms mailing a Statement of Interest should allow sufficient delivery time to ensure timely receipt of its Statement of Interest.

The Statement of Interest and required information must be received by 12:00 PM (noon), Local Time, **Thursday, January 9, 2014**. 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 by the Commission from this advertisement. Technical Proposals will not be requested before the selection. Statements of interest will be reviewed, evaluated, and rated by a Technical Evaluation Team (TET) of qualified personnel based on the evaluation criteria listed above. The TET will present the evaluations to the Professional Services Procurement Committee (PSPC). The PSPC will review the TET's evaluation and provide the Commission with the firm(s) determined to be highly recommended for this assignment.

The Commission will select the most highly qualified firm for the assignment or the firm whose proposal is determined to be most advantageous to the Commission by considering the TET's evaluation and the PSPC's determination as to each firm's rating. In making the PSPC's determination and the Commission's decision, additional selection factors may be considered taking into account the estimated value, scope, complexity and professional nature of the services to be rendered and any other relevant circumstances. Additional selection factors may include, when applicable, the following: geographic location and proximity of the firm, firm's Pennsylvania presence or utilization of

Pennsylvania employees for the assignment; equitable distribution of work; diversity inclusion; and any other relevant factors as determined as appropriate by the Commission.

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