

PENNSYLVANIA TURNPIKE COMMISSION

RETENTION OF AN ENGINEERING FIRM

Open End Environmental
Services Contract
Systemwide

Reference No. 3-157

The Pennsylvania Turnpike Commission will retain one (1) Environmental Engineering Firm for an open-end contract to perform environmental design and construction services for a variety of facility-related projects along the entire Turnpike system. Services from the Engineering Firm include, but are not limited to: studies, concept plans, preliminary/final designs, production of construction documents suitable for competitive bidding, inspection services, operation and maintenance analysis, and monitoring and sampling as required by the PA Department of Environmental Protection.

The firm selected will have experience with underground and above ground storage tank facilities; including soil and groundwater characterizations, soil and groundwater remediation systems as required by the PA Department of Environmental Protection. The firm must be capable of arriving at all sites within a 2-hour time period for emergency situations. The firm must have staff available with experience in hydrogeology, underground storage tank technology, remediation and recycling technologies.

The contract will be for a maximum cost of \$750,000.00 or for a thirty-six (36) month period, with projects assigned on an as-needed basis. The firm will be required to provide sufficient office personnel, managers, engineers, technicians and clerical staff to support the field functions. In addition, the firm selected may be required to attend construction meetings with the Commission.

Direct project inquiries to Deann S. Metro, at (717) 939-9551, extension 3731; or by e-mail at dmetro@paturnpike.com. Direct contractual questions to George M. Hatalowich at (717) 986-8737; or by e-mail at ghatalow@paturnpike.com.

The following factors will be considered by the Commission during the evaluation of the firms submitting Statements of Interest for this project:

- a. Specialized experience and technical competence of prime consultant and subconsultants. The Team must clearly demonstrate an ability to analyze available data to make decisions and develop documents to complete the project in a timely and cost effective manner.
- b. Past record of performance with respect to cost control, work quality, ability to meet schedules and previous experience on similar projects. The consultant should identify similar projects that have been completed by that firm as the prime, the magnitude of the project, and the client.
- c. The specific experience and number of individuals who constitute the firm.
- d. Workload of the prime consultant and subconsultants for all Pennsylvania Department of Transportation and Pennsylvania Turnpike Commission projects.
- e. Other factors, if any, specific to the project.

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 expression 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.
3. An organization chart for the Project, identifying key personnel and any subconsultants and their roles. 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 project. 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):

- ECMS General Information and Project Experience Forms or Standard Form (SF) 254 - 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 two (2) 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 Department's DBE/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. 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.

Small firms, Disadvantaged Business Enterprise (DBE) firms, and other firms who have not previously performed work for the Commission are encouraged to submit a statement of interest.

Firms interested in performing the above services are invited to submit a statement of interest and required information to Mr. George M. Hatalowich, Manager of Contract Administration, at the **PA Turnpike Commission Administration Building located at 700 South Eisenhower Boulevard, Middletown, PA 17057 (Street address). Our mailing Address is P. O. Box 67676, Harrisburg, PA 17106-7676.**

The statement of interest and required information must be received by 12:00 PM (noon), Local Time, **Friday, September 12, 2003**. 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 (1) firm will be selected for the contract. The order of preference will be established for the purpose of negotiating an agreement with the highest ranked firm established by the Technical Review Committee and approved by the Commission. Technical Proposals will not be requested prior to the establishment of the final ranking.

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.

Mitchell Rubin
Chairperson