

# **PENNSYLVANIA TURNPIKE COMMISSION**

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

**Construction Inspection / Project Management Services  
Mon / Fayette Transportation Project  
Uniontown to Brownsville – Remaining Sections  
Fayette and Washington Counties**

### **Reference No. E-035**

The Pennsylvania Turnpike Commission will retain an Engineering or Construction Management firm for services on the remaining construction sections of approximately 7 miles of limited access highway on new alignment connecting Uniontown to Brownsville as part of the Mon / Fayette Expressway Project in Fayette and Washington Counties. The retention of a firm to perform Construction Management Services on the first sections being constructed was advertised previously by the Commission under Reference No. E-034. This agreement will include services during the design phase, and if funding becomes available for construction, services during the construction phase. The pre-construction phase may include tasks relating to design constructability and bidability reviews, project scheduling, meeting attendance, utility relocation monitoring, property demolition management, and bid packaging. Construction phase tasks would include construction inspection, management, administration and documentation services. The selected firm will be expected to provide extensive coordination efforts between several construction contracts during construction.

Currently funding for construction in the amount of \$250,000,000.00 is available for the project. If additional funding becomes available for construction, services under this contract will include approximately 3 or 4 construction sections at a total estimated cost of approximately \$200,000,000.00. Additional demolition, signing and wetland mitigation contracts may also be included. The Consultant Agreement is anticipated to start in July 2004 and terminate in March 2009, but initial assigned tasks will be limited to the design phase. This Project will be financed with Federal, State, and Commission funds and applicable Federal requirements will apply. Final Design has recently begun on the project sections.

Wrap-up insurance is expected to be utilized on this project. The Construction Management Firm will participate and be included under this insurance program.

The selected firm will be required to provide approximately thirty (30) full time on-site construction inspection staff, with sufficient office personnel, managers, engineers, technicians, and clerical staff to support the field functions. The number of inspectors indicated is contingent upon the total project being funded. If additional funds do not become available, the number of inspectors will be reduced accordingly. Also, less inspection staff will be required if portions of the project are constructed utilizing a design-build method. The firm will be required to set up a construction management office near the site. The selected firm is expected to participate in the remaining design and project development meetings. The selected firm will be required to attend the prebid meetings and preconstruction conferences, write all project correspondence, and review and approve contractor's submissions. In addition, the selected firm will be required

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to keep records utilizing the Turnpike's Construction Documentation System (CDS) to document the construction progress. The selected firm will also be expected to prepare current and final estimates for payment to contractors, prepare change orders, conduct monthly job conferences, monitor monthly progress, provide liaison with affected utilities and railroads, communities and the press, conduct semifinal and final inspections, and determine the final quantities for each contract item. The Construction Management team will also be expected to handle public relation activities for the project, which would include but may not limited to, development and maintenance of a project web site, press conferences, answering customer questions, informational brochures, and other duties as required. Effected agency coordination prior to and during construction and full-time environmental monitoring will also be required. Project close out activities, including as-built notation and electronic scanning of the project drawings, and merging and purging of office and field files, will be required.

It should be noted that the PTC might assign its field inspection personnel to this project as an addition to the Selected Firm's staff or in lieu of CM's inspection staff on a temporary or permanent basis throughout the life of this project. The Selected Firm will be required to make any and all accommodations for our personnel.

Eighty percent (80%) of the inspection staff assigned to this Commission constructed project must meet the following Requirements:

1. Be certified by the National Institute for Certification in Engineering Technologies, (NICET) as a Transportation Engineering Technician - Construction Level 2 or higher.
2. Be registered as a professional engineer by the Commonwealth of Pennsylvania with one (1) year highway inspection experience acceptable to the Commission.
3. Be certified as an Engineer-in-Training by the Commonwealth of Pennsylvania with two (2) years of highway inspection experience acceptable to the Commission.
4. Hold a Bachelor of Science Degree in Civil Engineering or Civil Engineering Technology with two (2) years of highway inspection experience acceptable to the Commission.
5. Hold an Associate Degree in Civil Engineering Technology with three (3) years of highway inspection experience acceptable to the Commission.

The remaining twenty percent (20%) assigned to this project shall meet the following education and experience requirements:

Education - Graduation from High School or equivalent certification or formal training. Completion of a training program in construction inspection approved by the Commission may be substituted for High School graduation.

Experience - One (1) year of experience in construction inspection or workmanship which requires reading and interpreting construction plans and specifications, or one (1) year of experience in a variety of assignments involving the testing of materials used in highway or similar construction projects. A two (2) to four (4) year engineering college degree may be substituted for one (1) year of experience.

The goal of DBE participation in this contract will be 12%. Firms expressing interest in this project must agree to ensure that Disadvantaged Business Enterprise (DBE) firms as defined in the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) and currently certified by the Department of Transportation shall have the maximum opportunity to participate in any subcontracting or furnishing supplies or services approved under Form 442, Section 1.10(a). The act requires that firms owned and controlled by women (WBEs) be included, as a presumptive group, within the definition of Disadvantaged Business Enterprise (DBE). Responding firms shall make good faith efforts to meet the DBE goal using DBEs (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 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. If further information is desired concerning DBE/MBE/WBE participation,** direct inquiries Mr. U. Harold Levy, Business Enterprise and Compliance Specialist, at (717) 939-9551 Ext. 4251, or by e-mail at [hlevy@paturnpike.com](mailto:hlevy@paturnpike.com).

The Commission will consider the following factors 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 coordinate multiple construction contracts, and manage large-scale public works projects.
- 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.

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) 939-9551, Ext. 5210, or by email at [mwagner@paturnpike.com](mailto:mwagner@paturnpike.com). Contractual questions should be directed to Mr. George M. Hatalowich at (717) 986-8737; or by e-mail at [ghatalow@paturnpike.com](mailto:ghatalow@paturnpike.com).

## 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 statement of interest on the advertised project. Each firm should demonstrate their ability to perform the specific requirements indicated for this project and provide explanation of the technical approach, stressing the Team's ability to coordinate several construction contracts that were designed by different design consultants.
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. 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 Commission is proceeding in accordance with the Pa Department of Transportation's Engineering Involvement Restrictions Guidelines as established in Strike-off Letter No. 433-00-02 published March 27, 2000. The Commission asks that each firm include full disclosure of any potential conflict of interest by the prime or any sub consultant based on this Strike-off Letter. If there are no potential conflicts you shall include the following statement in your Statement of Interest: "We have reviewed Strike-off Letter No. 433-00-02 and determined that there are no potential conflicts of interest for anyone on this Agreement team."

Firms interested in performing the above services are invited to submit one (1) copy of a statement of interest and required information to Mr. George M. Hatalowich, Manager, 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, January 30, 2004**. 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 these solicitations, a minimum of three (3) firms will be shortlisted for this project. Technical Proposals will be requested from the shortlisted firms prior to the establishment of the final ranking. An 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.

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.

Mitchell Rubin  
Chairperson

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