

PENNSYLVANIA TURNPIKE COMMISSION

RETENTION OF AN ENGINEERING FIRM

Open-End Construction Inspection
Milepost 200 to 359 and the Northeast Extension

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

Reference No. 5-051

The Pennsylvania Turnpike Commission will retain an Engineering or Construction Management firm to provide open-end construction inspection services for various projects in the Pennsylvania Turnpike's Eastern Region (Milepost 200 to Milepost 359.0 and the Northeast Extension). The types of projects to be inspected under this agreement may include, but are not limited to, roadway repairs, bituminous overlays, bridge rehabilitation and replacements, building modifications and other similar projects.

The contract will be for a maximum cost of \$750,000 or for a twenty-four (24) month period, with projects assigned on an as-needed basis. The number of required inspectors is contingent upon the workload and has been historically in the average range of zero to seven inspectors at any given time.

The main service to be provided under this agreement will be to supply construction inspectors on an as-needed basis as a supplement to our existing inspection staff. On limited occasions, the selected firm may be required to provide a full time on-site construction inspection staff, with sufficient office personnel, managers, engineers, technicians, and clerical staff to support the field functions. The selected firm may be required to attend the prebid meeting and preconstruction conference, write project correspondence, and review and approve contractor's submissions. In addition, the selected firm may be required to keep records utilizing the Turnpike's Construction Documentation System (CDS) to document the construction progress, 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 communities, conduct semifinal and final inspections, determine the final quantities for each contract item, and perform other duties as required.

Please note that the Selected Consultant, or its subconsultants, or any of its sister companies, cannot bid on any portion of the construction of the projects they will be providing construction inspection services.

Eighty (80%) percent of the inspection staff assigned to this Commission construction project must meet at least one of 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 of 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 a Associate Degree in Civil Engineering Technology with three (3) years of highway inspection experience acceptable to the Commission.

The remaining twenty (20%) percent 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 required 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.

Questions and inquires concerning this Project should be directed to Mr. Matthew J. Wagner, P.E., at (717) 939 - 9551, Extension 5210, or by e-mail at mwagner@paturnipke.com. Contractual questions should be directed to Mr. George M. Hatalowich at (717) 986-8737; or by e-mail at ghatalow@paturnipke.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 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) The Consultant Qualification Packages 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 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 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.

A firm that responds to this solicitation as a prime may not be included as a designated subconsultant to another firm that responds to the same solicitation. 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.

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 one (1) copy of 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. Our mailing Address is P. O. Box 67676, Harrisburg, PA 17106-7676.** Please note that use of **U.S. Mail delivery does not guarantee delivery to this address by the time listed below for submission. Firms mailing proposals should allow sufficient delivery time to ensure timely receipt of their proposals.**

The statement of interest and required information must be received by 12:00 PM (noon), Local Time, **Friday, December 23, 2005.** 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, one (1) firm will be selected for this 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 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