

PLEASE NOTE THAT THIS ASSIGNMENT WILL BE EXCLUDED FROM THE DEPARTMENT'S "RECENT SELECTION" CRITERIA.

**THIS SOLICITATION IS BEING EXTENDED TO ALL INTERESTED FIRMS**

Legal Notice  
CSO Solicitation No. 2199  
Request for Letters of Interest  
Task Order Photogrammetry Services  
The Connecticut Department of Transportation

The Connecticut Department of Transportation (Department) is seeking to engage one (1) Photogrammetry Firm to provide task based services to support the Department's aerial imaging and mapping programs. The services to be rendered will include, but not be limited to, aerial flights, flight planning, digital aerial photography, ground control selection, aerotriangulation, photogrammetric map compilation, LiDAR data collection, LiDAR processing, DTM/DEM development, Airborne GPS/IMU and digital orthophotography production. With the exceptions of rotary winged aircraft platform imagery and conventional aerial photographic lab services, all Task Order work shall be solely prepared by the selected firm. Further, all tasks shall be performed within the confines of the United States of America or its territories.

The contract will be limited to three years, with the stipulation that any assignments initiated during the term of the contract will be allowed to continue through completion. No new tasks will be assigned after three years from the start of the contract. Up to one-hundred (100) assignments are anticipated, with an expected start date in January 2014.

Successful applicants for this request will be required to provide final mapping and 3-D surfaces in a Bentley Systems, MicroStation (InRoads) format, as specified in the Department's Digital Project Development (DPD) Manual.

If your firm would like to be considered to perform these services, your submittal should consist of a letter of interest limited to one (1) page, a Department FORM CSO 255 and a maximum of five (5) resumes which are limited to two (2) pages each. One of the resumes must be that of the proposed Project Manager in charge of the work, as well as the assurance that he/she will be available for work when required. The Project Manager shall be a Certified ASPRS Photogrammetrist (a current copy of their certification must be included in your submittal) and personally oversee all work. (The CSO 255 form can be found online at [www.ct.gov/dot/consultant](http://www.ct.gov/dot/consultant).) Four copies of the submittal are required and they must be either postmarked by, or, if hand delivered, received by 3:00 p.m. on January 3, 2014.

Included in the submittal must be the following: A brief narrative summarizing your firms current photogrammetric workload; A brief description of your proposed staff and their qualifications, discipline experience, and availability; Project experience which demonstrates your expertise in 1) MicroStation / InRoads/ 3D Surfaces, 2) DOT Surveying Standards, 3) Precision LiDAR DTM creations for highway and railroad surveys, 4) Availability and type of equipment that will be dedicated to this contract, and 5) Familiarity with CTDOT policies and procedures.

Please be advised that there is no disadvantaged business enterprise (DBE) goal assigned for this assignment. If a responding firm determines that subcontracting opportunities exist, the firm will be required to document their good faith effort to provide opportunities for DBE firms to participate. All firms are advised that the prime consultant must perform the major part of the work with employees of the firm. Joint venturing will not be allowed.

Do not send additional documentation other than what is requested. The Consultant Selection Panel may reject your submittal, and your firm may not be considered for this project if you provide additional documentation such as corporate brochures, background information, and histories.

In accordance with the Connecticut General Statutes (CGS) Sections 4-252 and 4a-81, firms, once selected, must complete the Office of Policy and Management's (OPM) Ethics Form 1 (Gift and Campaign Contribution Certification, Rev. 11-29-11) and Form 5 (Consulting Agreement Affidavit, Rev. 10-01-11), prior to the agreement/contract execution. Forms 1 and 5 apply to all consulting agreements/contracts which have a total value to the State of fifty thousand dollars (\$50,000) or more in a calendar or fiscal year. Any consultant that does not complete the certification (Form 1) required under subsection (e) of CGS 4-252 or refuses to submit the affidavit (Form 5) required under subsection (c) of CGS 4a-81 shall be disqualified and the Department shall award the

agreement/contract to the next highest ranked consultant or seek new submittals in accordance with subsection (d) of CGS 4-252 and subsection (d) of CGS 4a-81. Further information on these requirements can be obtained online at <http://www.ct.gov/opm> via the Ethics Affidavits link.

Please note, in an effort to streamline the certification and affidavit process for contract/agreement execution, the Department is requiring selected firms to upload Forms 1 and 5 on the Department of Administrative Services (DAS) Business Network (“BizNet”) website. Further information can be found at <http://das.ct.gov/cr1.aspx?page=371>, to subscribe to Biznet and obtain directions to upload the forms following the “Vendor Guide to Uploading Affidavits and Nondiscrimination Forms Online (pdf)”.

For all State contracts as defined in CGS § 9-612(g)(1) having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the State’s solicitation expressly acknowledges receipt of the State Elections Enforcement Commission’s Notice titled “Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations” (Notice) advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the Notice. The State Elections Enforcement Commission’s Notice can be found online at [www.ct.gov/SEEC](http://www.ct.gov/SEEC) by clicking on the Forms link and then the Contractor Reporting Forms link. The Notice is hereby made a part of this solicitation.

Prior to the negotiation process, the selected firm will be required to have a Department-approved audit, affirmative action plan, as well as current corporate registration with the Secretary of State (partnerships excluded). The selected firm will also be required to maintain insurance coverage from a firm approved to do business in the State of Connecticut. Proof of coverage must be submitted on a form acceptable to the State prior to the start of negotiations.

The Department, in its sole discretion, reserves the right to cancel this solicitation and terminate the process to retain consultant services, and is under no obligation to contract for the services specified herein.

The Department reserves the right to award subsequent phases of an assignment to other qualified firms.

The Department reserves the right to add an additional project(s) of a similar nature for a separate selection, should additional projects become available prior to the interview phase of the selection process.

All letters of interest shall be mailed to:

Mr. David Mancini, P.E.  
Consultant Selection Office  
Connecticut Department of Transportation  
2800 Berlin Turnpike  
Newington, CT 06111

Hand delivered letters should be brought to the front desk at the aforementioned address, no later than 3:00 P.M. on January 3, 2014. Responses hand carried or postmarked after this date and time will not be considered.

All inquiries regarding this request for letters of interest shall be directed to Mr. David Mancini of the Consultant Selection Office at (860) 594-3017.

Connecticut Department of Transportation  
An Equal Opportunity/Affirmative Action Employer