

## **Facilities Design (Rail) Services - CSO Solicitation No. 2124**

**THIS SOLICITATION IS BEING EXTENDED TO PREQUALIFIED FIRMS AND IS POSTED HERE FOR INFORMATION ONLY.**

The Connecticut Department of Transportation (Department) is seeking to engage a professional consulting firm to provide engineering services associated with state-wide improvements related to commuter and inter-city high-speed rail service. This will include establishing upgraded rail service along a 62-mile rail corridor stretching from New Haven through Hartford and on to the Springfield area. The scope of this contract shall include final design services, and design services during construction, for new and upgraded railroad stations associated with planned improvements along the corridor. The scope of work may also include preliminary engineering studies, preliminary design services, and services related to site selection, as well as coordination with the Department, Federal and State Agencies, Amtrak, and other Consultants related to other work included in the overall program.

The following specific tasks may be included in this assignment:

- Analyze and incorporate the findings of the Rail Implementation Study, Track 1A and Track 2 Federal Railroad Administration (FRA) Grant Applications, preliminary engineering studies and associated environmental documents.
- Perform field inspection of the existing stations and proposed station sites.
- Assist the Department in coordinating with Amtrak to determine the specific improvements that will be required to upgrade the corridor and to provide for high speed service.
- Perform survey, including wetland delineation at specific locations along the corridor, to supplement the existing survey completed by the Department.
- Prepare final design plans, specifications, and estimates (PS&E) for new and upgraded stations, including platform, canopy and cross-track access design.
- Prepare final design plans (PS&E) for surface and structured parking associated with stations along the corridor.
- Develop schedules, provide status reports and prepare cost estimates.
- Assist in preparing environmental permits.
- Provide support to the Department for public involvement, including coordination with local elected officials and support at public meetings.
- Provide appropriate design services during construction.

Please be advised that the selected firm will be required to maintain a suitable furnished office in Connecticut where the work will be accomplished for the duration of the assignment. Firms responding to this request should be of adequate size and sufficiently staffed and experienced to perform this assignment. Specifically excluded from the potential breadth of this assignment is construction engineering and inspection services.

All firms are advised of the following restrictions: (1) No firm will be allowed to simultaneously subcontract with the Program Management firm and also have a contract with the Department for one of the projects that the Program Management firm will be overseeing; (2) No firm will be allowed to simultaneously subcontract with the Program Management firm and also subcontract with another firm that has a contract with the Department for one of the projects that the Program Management firm will be overseeing; (3) No firm who subcontracts with the Program Management firm during the preconstruction phase of one of the projects will be allowed to work on that same aspect/element with another firm that has a contract with the Department for one of the projects that the Program Management firm will be overseeing during the construction phase; and (4) The selected Program Management firm will not be allowed to also have a contract or subcontract on any of the individual projects that the Program Management firm will be overseeing.

If your firm would like to be considered for this assignment, your submittal should consist of a Letter of Interest (no more than three pages), and a Department Form CSO 255, with resumés of key personnel who

will be utilized on assignments. One of the resumé's must be that of the proposed Project Manager/Director who will be in charge of this assignment, and assurances that he/she will be available for work when required. Included in the submittal must be a brief narrative summarizing your firm's current workload and a description of proposed staff, qualifications, and discipline experience and expertise in: 1) Railroad Station Design and Construction, in particular experience designing stations on Amtrak Rights-of-Way; 2) Design and Construction of surface and structured parking related to transit facilities; 3) Public Involvement/Outreach; 4) Railroad Station Planning and Site Selection; 5) Preparation of Federal and State Environmental Permits, including hydraulic and floodplain analysis; and 6) Familiarity with Federal Regulations, including FTA/FRA procurement and contracting regulations, and Department Policies, Procedures and Standards. The location of the office where the work will be performed, and the staff size of that office, should also be indicated. **Five (5) copies of the submittal are required, and must be postmarked by May 27, 2011, or if hand-delivered, received by 3:00 p.m. on that date.**

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.

You are advised that a disadvantaged business sub-consultant goal of 13% applies to this project. Within the Letter of Interest submittal, you must include the designated certified Disadvantaged Business Enterprise (DBE) sub-consultant(s) which you plan to use. The DBE sub-consultant(s) must be currently certified by the Department. All firms are advised that the prime consultant must perform the major part of the work with employees of the firm. Sub-consultants may be used to comply with DBE requirements or perform specialized work. Joint venturing assignments will not be allowed.

Please be advised that the Office of Policy and Management has updated its contracting affidavits and certifications, as well as the timeline of when these documents are required to be completed, signed and returned. For the purposes of Form 1 (Gift and Campaign Contribution Certification), the planning date is defined as the date when the Commissioner granted approval to hire a consultant. For this project, the planning date is September 2, 2010. This is the date the selected firm must use when completing Form 1 at the time the agreement/contract is executed in accordance with the Connecticut General Statute (CGS) Section 4-252 and Executive Order No. 7C, paragraph 10. Please be advised that Form 5 (Consulting Agreement Affidavit), in its revised format (Rev. 2-1-10), must be completed and **one copy** should be submitted with your Letter of Interest package. Please do not staple or bind the affidavit in your submittal package. 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 make the certifications required under subsection (c) of CGS 4-252 or refuses to submit the affidavit required under subsection (b) 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.

For all State contracts, as defined in P.A. 10-1, 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 Limitation" (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 is attached hereto and hereby made a part of this solicitation.

Prior to the negotiation process, the selected firm will be required to have a Department-approved audit and 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 satisfactory to the State of Connecticut. A minimum of \$5,000,000 will be required with a deductible of \$250,000. Proof of coverage must be submitted on acceptable insurance forms prior to the start of the negotiations process.

Circumstances may require the rescheduling or cancellation of projects. Should this action be necessary, the Department would be under no obligation to provide supplementary work for the firm selected for this assignment. The Department reserves the right to award subsequent phases of an assignment to other qualified firms. The Department reserves the right to add additional project(s) of a similar nature for a separate selection, should additional project(s) become available prior to the interview phase of the selection process.

Please be advised that firms must also be pre-qualified in the particular year a shortlist is finalized and/or a selection is made.

Please review the following website: [www.nhhsrail.com](http://www.nhhsrail.com) for further information on the rail corridor. All inquiries regarding this Request for Letters of Interest shall be directed to Ms. Simone Cristofori, of the Consultant Selection Office, at (860) 594-3017.