

CSO Solicitation No. 2242

Task Order Constructability and Value Engineering Services

Prequalification Category - Bridge and Structure Design; AND Highway Design; AND Construction Engineering and Inspection (Facilities) & (Road and Bridge)

FIRMS WHO ARE ELIGIBLE TO SUBMIT WILL RECEIVE THIS LETTER IN THE MAIL.

IT IS BEING POSTED HERE FOR INFORMATION ONLY.

The Connecticut Department of Transportation (Department) is seeking to engage two (2) prequalified consultant engineering firms, in all the categories listed above, to provide task order services for plan reviews, constructability reviews, value engineering analysis, and other related tasks to assist the Department in improving the quality of contract documents as part of the Department's Quality Assurance Initiative.

In general, for a specific project assignment, the firms would be responsible for all required activities incidental to performing comprehensive plan reviews including; constructability reviews; value engineering/innovation studies analyses; reviewing Transportation Management Plans (TMP); perform forensic analysis, as needed; providing cost estimation services for non-standard contract items and independent cost estimation on selected projects; and providing critical path method (CPM) review services for estimating appropriate contract times/planning schedules.

General assignments shall include, but not be limited to, preparing constructability and quality assurance practices, procedures and checklists, training protocols and providing training, as required.

The contracts will be limited to five (5) years to assign new work, with the stipulation that assignments initiated during the term of the contract will be allowed to continue to completion of work. No new tasks will be negotiated after five (5) years from the start of the contract.

Please be advised that the selected firm will not be eligible to provide services, either as a prime consultant or sub-consultant on any phase of any project which is assigned under these contracts. This shall also include any break-out projects that may occur from the projects managed under this assignment.

If your firm would like to be considered for one of these assignments, 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 CSO 255 form can be found online at www.ct.gov/dot/business/consultant/selection.) **Four (4) copies of the submittal are required and they must be either postmarked or hand-delivered by 3:00 p.m. on June 1, 2015.**

Your CSO 255 form should identify the following: your proposed staff and their qualifications, experience, and availability to perform the required services. Project experience must demonstrate your proposed teams' expertise in: (1) Constructability Reviews; (2) Value Engineering reviews; (3) Roadway, Bridge, and vertical Design; (4) Construction Engineering and Forensic Analysis; (5) Cost Estimating; (6) CPM Scheduling; (7) Developing checklists and quality assurance practices and procedures; (8) Transportation Management Plans (TMP) and (9) familiarity with Department Standards and Procedures.

Responding firms must provide copies of the following required licenses, certifications and/or registrations for the proposed personnel that indicate they are in current standings:

- Project Manager Licensed as a Professional Engineer in the State of CT
- Value Engineering Facilitator Certified as a Certified Value Specialist (CVS) with SAVE International

You are advised that a Disadvantaged Business Enterprise (DBE) goal applies to this contract. The goal will be no less than two percent (2 %) of the agreement value. Within the letter-of-interest submittal, you must include the designated certified DBE sub-consultant(s) which you plan to use. To be eligible for DBE credit, the sub-consultant(s) must be currently certified by the Department. If the prime consultant is a Connecticut certified DBE firm, they will satisfy the DBE requirement provided their percentage of work performed meets the assigned goal. 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, 4a-81, and 4-252a, firms, once selected, must complete the Office of Policy and Management's (OPM) Ethics Form 1 (Gift and Campaign Contribution Certification, Rev. 3-28-14), Form 5 (Consulting Agreement Affidavit, Rev. 3-28-14), and Form 7 (Iran Certification, Rev. 3-28-14) 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 Connecticut (State) of fifty thousand dollars (\$50,000) or more in a calendar or fiscal year. Form 7 applies to any consulting agreement/contract which has a total cumulative value to the State of five hundred thousand dollars (\$500,000) or more. Any consultant that does not complete the certifications (Form 1 & 7) required under subsection (c) of CGS 4-252 and subsection (b) of CGS 4-252a, or refuses to submit the affidavit (Form 5) 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.

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://www.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(f)(1) having a value in a calendar year of fifty thousand dollars (\$50,000) or more or a combination or series of such agreements or contracts having a value of one hundred thousand dollars (\$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 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 firms 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 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 the negotiations process

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 rights 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.

Please be advised that firms must continue to be prequalified in the specified categories for the year a shortlist is finalized and/or a selection is made.

All letters-of-interest shall be addressed to:

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

Hand-delivered submittals should be brought to the front security desk at the aforementioned address **no later than 3:00 P.M. on June 1, 2015**. Submittals hand-delivered 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 M. Mancini of the Consultant Selection Office at (860) 594-3017.