

**Indiana Department of Transportation**

**RFP No. 06-06**

*5-30-06 Posting Date*

**Request for Proposals Notification**

*Response Due Date: 6-26-06*

**Summary of Items Included**

***CRAWFORDSVILLE DISTRICT***

- Item No. 1. Bridge Project Development Services**
- Item No. 2. Road Project Development Services**
- Item No. 3. Environmental Services**
- Item No. 4. Traffic Design Services**
- Item No. 5. Topographic Survey Services**
- Item No. 6. Preliminary Engineering Assessment Services**
- Item No. 7. Landscape Architect Services**
- Item No. 8. Construction Inspection Services**
- Item No. 9. Construction Inspection Services**
- Item No. 10. Title Research Services**

***FORT WAYNE DISTRICT***

- Item No. 11. Project Development Services**
- Item No. 12. Environmental Services**
- Item No. 13. Traffic Design Services**
- Item No. 14. Topographic Survey Services**
- Item No. 15. Preliminary Engineering Assessment Services**
- Item No. 16. Title Research Services**

***GREENFIELD DISTRICT***

- Item No. 17. Bridge Project Development Services**
- Item No. 18. Road Project Development Services**
- Item No. 19. Environmental Services**
- Item No. 20. Traffic Design Services**
- Item No. 21. Topographic Survey Services**
- Item No. 22. Preliminary Engineering Assessment Services**
- Item No. 23. Landscape Architect Services**
- Item No. 24. Right of Way Engineering Services**
- Item No. 25. Title Research Services**

***LAPORTE DISTRICT***

- Item No. 26. I-94 Bridge Replacement over Abandoned Railroad**
- Item No. 27. Bridge Project Development Services**
- Item No. 28. Intersection Improvement Project Development Services**
- Item No. 29. Roadway Reconstruction and Rehabilitation Project Development Services**
- Item No. 30. Small Structure Replacement Project Development Services**
- Item No. 31. Construction Inspection Services**
- Item No. 32. Right of Way Engineering Services**
- Item No. 33. Traffic Design Services**
- Item No. 34. Topographic Survey Services**

***SEYMOUR DISTRICT***

- Item No. 35. Traffic Design Services**
- Item No. 36. Topographic Survey Services**
- Item No. 37. Construction Inspection Services**
- Item No. 38. Right of Way Engineering Services**
- Item No. 39. Title Research Services**

***VINCENNES DISTRICT***

- Item No. 40. Bridge Project Development Services**
- Item No. 41. Project Development Services**
- Item No. 42. Environmental Services**
- Item No. 43. Signal Design Services \***
- Item No. 44. Signing and Lighting Design Services**
- Item No. 45. Topographic Survey Services**
- Item No. 46. Construction Inspection Services**
- Item No. 47. Right of Way Engineering Services**
- Item No. 48. Title Research Services**

***CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF PROJECT MANAGEMENT***

- Item No. 49. New Interchange Project Development on I-64**
- Item No. 50. New Interchange Project Development on I-65 in Crown Point**
- Item No. 51. New Road Project Development of SR 250 in Jefferson County**
- Item No. 52. Interchange Modification Project Development on I-64 @ SR 62 & SR 64**
- Item No. 53. Interchange Modification Project Development on I-69 @ US 20**
- Item No. 54. Interchange Modification Project Development on I-65 @ SR 28**

***CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF GEOTECHNICAL SERVICES***

- Item No. 55. Statewide Geotechnical Services**

***CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ENVIRONMENTAL SERVICES***

- Item No. 56. National Environmental Policy Act Services**
- Item No. 57. Archaeological Services**
- Item No. 58. Asbestos Investigation Services**
- Item No. 59. Historic Preservation Investigation Services**
- Item No. 60. Air Quality and Noise Impact Studies**
- Item No. 61. Permitting and Wetland and Waterway Studies**

***CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF STRUCTURAL SERVICES***

- Item No. 62. Hydraulics Analysis Services**

***CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ROADWAY SERVICES***

- Item No. 63. Traffic Project Development and Review Services**

***CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES***

- Item No. 64. Utility and Railroad Coordination Services**
- Item No. 65. Subsurface Utility Engineering Services**
- Item No. 66. Statewide Right of Way Buying Services**

- Item No. 67. **Statewide Right of Way Appraising Services**
- Item No. 68. **Northern Region Right of Way Appraising Services**
- Item No. 69. **Central Region Right of Way Appraising Services**
- Item No. 70. **Southern Region Right of Way Appraising Services**
- Item No. 71. **Statewide Right of Way Appraising Review Services**
- Item No. 72. **Northern Region Right of Way Appraising Review Services**
- Item No. 73. **Central Region Right of Way Appraising Review Services**
- Item No. 74. **Southern Region Right of Way Appraising Review Services**
- Item No. 75. **Statewide Right of Way Relocation Services**

***CENTRAL OFFICE – DIVISION OF FACILITIES AND EQUIPMENT MANAGEMENT***

- Item No. 76. **Welcome Center and Rest Area Design Services**

***CENTRAL OFFICE – DIVISION OF LOCAL PROGRAMS, OFFICE OF TRANSIT***

- Item No. 77. **Development of Transit Systems Annual Reports**

**Consultant Meetings and Communication Policy**

**Please note the following policy concerning communication with the Department during the Request for Proposals (RFP) announcement and selection process:**

**During the time period between advertisement and the announcement of final consultant selections for the RFP Selection Process, the Department will not communicate with consultants (or their agents) regarding the status of the selection process, or entertain any communications related to marketing, etc.**

**Permissible communications include project administration activities for authorized agreements, scope and negotiation activities for projects selected but not under contract, training or related activities and technical or scope of services questions specific to services included.**

**Questions regarding the Letter of Interest (LoI) format or requirements are also permissible and are to be directed to Kathy Caplinger at [kcaplinger@indot.in.gov](mailto:kcaplinger@indot.in.gov)**

**Letter of Interest Submittal Instructions**

Firms interested in being considered for selection shall respond by sending one email for each item, along with the four (4) required attachments, as noted below. All responses are to be emailed to [Contractsrfp@indot.in.gov](mailto:Contractsrfp@indot.in.gov) with each of the attachments listed below. The subject line for each email and the attached file names are to match the following format with no spaces: **RFP0606-[Firm Name or Nickname]-Item-#.**

**Required Attachments:**

- one (1) Letter of Interest (LoI) in pdf (preferred) or tif format, named in the same format as identified above for the subject line with “-LOI” added to the end, and  
*Sample file name: RFP0606-myconsultingfirmornickname-item-14-LOI*
- one (1) signed Affirmative Action Certification and associated required documents, for

all items with DBE or MBE/WBE goals, in pdf(preferred) or tif format, named in the same format as identified above with “-AAC” added to the end, and

- one (1) completed Current and Completed Projects form in pdf(preferred) or tif format, named in the same format as identified above with “-CCP” added to the end and
- one (1) completed Active and Pending Contract Balances form in pdf(preferred) or Excel (.xls) format, named in the same format as identified above for the subject line with “-APB” added to the end. This form, when completed, will be the same for every item submitted. The CCP form above may vary from item to item depending on type of services required for the item.

NOTE: The Affirmative Action Certification, Current and Completed Projects form and Active and Pending Contract Balances forms required are available on the [Department’s Website](#) .

**All Letters of Interest must be received no later than 4:00 pm, Indianapolis time, on June 26, 2006, to be considered. A reply confirmation of receipt will be returned for each email submitted. When completed, selections will be announced through the [Department’s Website](#) .**

## **Selection Procedures**

The Department will directly select consultants for each of the items listed above and further described herein, based on a Letter of Interest (LoI) and other required documents. The requirements for the LoI and the [Consultant Selection Rating Form](#) (**Exhibit A** below) that will be used by INDOT to evaluate and score the submittals are shown below.

To be eligible for selection consideration, prime consultants and sub-consultants must be prequalified. Prequalification requirements and the list of Prequalified Consultants and their approved categories may be found at the [Department’s Website](#). A prime consultant need not be prequalified itself for each discipline listed in the prequalification requirements paragraph below provided that at least one subconsultant be prequalified in each discipline and provided further that the LoI and the contract procured hereunder shall only contemplate or permit an entity to perform work for which it has been prequalified.

## **Requirements for Letters of Interest**

### **A. General Instructions for Preparing and Submitting a Letter of Interest**

1. Provide the information requested in the LoI Content (Item B below), in the same order listed, signed by an officer of the firm. Scanned signed documents or electronically applied signatures are both acceptable. Do not send additional forms, resumes, brochures, or other material unless otherwise noted in the item description.
2. LoIs shall be limited to a total of twelve (12) 8½” x 11” pages. Ten (10) pages for Identification and Qualifications and two (2) pages for the combined Key

Staff and Project Approach, unless otherwise noted in the Project Description. The Affirmative Action Certification, Current and Completed Projects form and Active and Pending Contract Balances form do not count toward the total.

3. LoIs must be received by 4:00 pm, Indianapolis time on the due date. Responses received after this deadline will not be considered. Submittals will have to include all required attachments to be considered for selection.

B. Letter of Interest Content

Identification and Qualifications

1. Provide the firm name, address of the responsible office from which the work will be performed and the name and email address of the contact person authorized to negotiate for the associated work.
2. List all proposed subconsultants, DBE/MBE/WBE status, and the percentage of work to be performed by the prime consultant and each subconsultant. (See Affirmative Action Certification below.) A listing of certified DBEs eligible to be considered for selection as prime consultants or sub-consultants for this RFP can be found at the “Prequalified Consultants” link available from the [Department’s Website](#) .
3. Remaining space within the ten (10) pages, Section A.1 may be utilized to provide personnel resumes, additional information concerning qualifications, etc.

Key Staff and Project Approach

1. List the Project Manager and other key staff members, including key subconsultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work.  
  
Address the experience of the key staff members on similar projects, and the staff qualifications relative to the required item qualifications.
2. Describe the capacity of your staff and their ability to perform the work in a timely manner relative to present workload and the availability of the assigned staff.
3. Provide a description of your Project Approach or of your approach to the advertised services. For project specific items confirm that the firm has visited the project site. For all items address your firm’s technical approach, understanding of the project or services, cost containment practices, innovative ideas and any other relevant information concerning your firm’s qualifications for the project.

**Requirements for Affirmative Action Certification**

A completed Affirmative Action Certification form is required for **all** items that identify a DBE or MBE/WBE goal. The consultant must identify the DBE firms or MBE/WBE firms (whichever applies) with which it intends to subcontract, include the contract participation percentage of each DBE or MBE/WBE (whichever applies), and list what the DBE or MBE/WBE (whichever applies) will be subcontracted to perform on the Affirmative Action Certification Form. **Copies of DBE or MBE/WBE certifications, as issued by INDOT or IDOA, for each firm listed are to be included as additional pages after the form.** If the consultant does not meet the DBE or MBE/WBE goal (whichever applies), the consultant must provide documentation in additional pages after the form that evidences that it made good faith efforts to achieve the DBE or MBE/WBE goal (whichever applies). Please review the [DBE program](#) and/or [MBE/WBE program](#) as applicable based on any goals set and complete the [DBE Affirmative Act Certification Form](#) or the [MBE/WBE Affirmative Action Certification Form](#) as applicable. What constitutes good faith efforts is explained in detail within the DBE or MBE/WBE program information referred to above. If no goal is set then no Affirmative Action Certification Form is required. INDOT's DBE/MBE/WBE Program Information is available at [Department's Website](#).

A listing of certified DBEs eligible to be considered for selection as prime consultants or sub-consultants for this RFP can be found at the "Prequalified Consultants" link available from the [Department's Website](#) .

**DBE/MBE/WBE subcontracting goals apply to all prime submitting consultants, regardless of the prime's status of DBE/MBE/WBE.**

### **Summary of Revisions**

6-02-06, Revised Posting Date and Response Date  
6-06-06, Revised Item No. 43 - number of contracts

Exhibit A, this form will be used by INDOT to evaluate and score the submitted LoI's.

Selection Rating for RFP-                     , Item No.     

Consultant Name: \_\_\_\_\_

Services Description: \_\_\_\_\_

Category	Scoring Criteria	Scale	Score	Weight	Weighted Score
Disputes	<b>Outstanding Agreement Disputes.</b>				
	No outstanding unresolved agreement disputes > 3 mos. old.	0		20	0
	Outstanding unresolved agreement disputes more than 3 mos. old.	-3			
Past Performance	<b>Historical Performance.</b>				
	Timeliness score from performance database.			15	
	Quality/Budget score on similar work from performance database.			15	
	Quality/Budget score on all INDOT work from performance database.			10	
Capacity of Team to do Work	<b>Evaluation of the team's personnel and equipment to perform the project on time.</b>				
	Availability of more than adequate capacity that results in <b>added value</b> to INDOT.	1		20	0
	Adequate capacity to meet the schedule.	0			
	Insufficient available capacity to meet the schedule.	-3			
Team's Demonstrated Qualifications	<b>Technical expertise: Unique Resources &amp; Equipment that yield a relevant added value or efficiency to the deliverable.</b>				
	Demonstrated outstanding expertise and resources identified for req'd services for value added benefit.	2		15	0
	Demonstrated high level of expertise and resources identified for req'd services for value added benefit.	1			
	Expertise and resources at appropriate level.	0			
	Insufficient expertise and/or resources.	-3			
Project Manager	<b>Rating of predicted ability to manage the project, based on: experience in size, complexity, type, subs, documentation skills.</b>				
	Demonstrated outstanding experience in similar type and complexity.	2			
	Demonstrated high level of experience in similar type and complexity.	1		5	0
	Experience in similar type and complexity shown in resume'.	0			
	Experience in different type or lower complexity.	-1			
	Insufficient experience.	-3			
	Historical Performance of Firm's Project Management from database.			5	0
Approach to Project	<b>Understanding and Innovation that gives INDOT cost and/or time savings.</b>				
	High level of understanding and viable inovative ideas proposed.	2			
	High level of understanding of the project.	1		10	0
	Basic understanding of the project.	0			
	Lack of project understanding.	-3			
Location	<b>Location of assigned staff office relative to project.</b>				
	Within 50 mi.	1			
	51 to 150 mi.	0		5	0
	151 to 500 mi.	-1			
	Greater than 500 mi.	-2			
	For 100% state funded agreements, non-Indiana firms.	-3			
				<b>Weighted Total</b>	<b>0</b>

For categories that are not relevant to the particular agreement being evaluated leave the category score as N/A. This is to be as documented in the RFP.

The scores assigned above represent my best judgement of the consultant's abilities for the rating categories. Signed: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

## **Consultant Selection Rating Form Notes Specific to Use on this RFP**

1. Historical performance ratings will not be directly inputted from the database for this particular advertisement due to the fact that the current data is not directly compatible with new process. This applies to the Past Performance category and to the historical performance part of the Project Manager category. Instead, ratings will be assigned between 2 and -3 based on review of available performance data, the professional experience of the individuals doing the scoring and based on feedback available from any known references. When there is insufficient information available or when the information available indicates “at standard” performance a neutral rating of “0” will be assigned.
2. Location ratings will be assigned based on the location of the indicated responsible consultant office relative to the center of the project or, for non-site specific contracts, the center of the geographical area of the region for which the services are applicable.

## CRAWFORDSVILLE DISTRICT

### Item No. 1. Bridge Project Development Services

Work Description: **One** consultant will be selected to perform Bridge Replacement Design, New Bridge Design Small Structure Replacement Design, Bridge Rehabilitation Design, etc., on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$200,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Six (6)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/ Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design; 6.1 Topographic Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development.

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional subconsultant to perform the work.

## CRAWFORDSVILLE DISTRICT

### Item No. 2. Road Project Development Services

Work Description: **One** consultant will be selected to perform Intersection Improvement Design, Small Structure Replacement Design, Sight Distance Correction Design, Drainage Improvement Design, Road Reconstruction Design, etc., on an as needed basis. Depending upon the qualifications of the selected firms, bridge design work associated with road projects may also be included.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$500,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Four (4)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/ Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design; 6.1 Topographic Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development.

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional subconsultant to perform the work.

## **CRAWFORDSVILLE DISTRICT**

### **Item No. 3. Environmental Services**

Work Description: Selected consulting firm to perform project environmental services for Crawfordsville in-house development projects and special environmental services for consultant development projects on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$100,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

- 5.1 Environmental Document Preparation – EA/EIS
- 5.2 Environmental Document Preparation – CE
- 5.3 Environmental Document Preparation – Section 4(f)
- 5.4 Ecological Surveys
- 5.9 Archaeological Investigations
- 5.10 History/Architectural Investigations
- 5.11 ESA Screening, Phase I ESA and Phase II ESA, ESA Remedial Design

## CRAWFORDSVILLE DISTRICT

### Item No. 4. Traffic Design Services

Work Description: **One** consultant will be selected to perform design for traffic related improvements on an as needed basis. Specific design items may include, but are not limited to, traffic signal design, highway lighting design, traffic signage design and Channelization/ pavement marking design. Consultant may be responsible for reviewing traffic design shop drawing and may responsible for reviewing traffic design plans developed by other designers.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$200,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

- 6.1 Topographical Survey Data Collection
- 8.1 Non-Complex Roadway Design
- 10.1 Traffic Signal Design
- 10.2 Traffic Signal System Design
- 10.3 Complex Roadway Sign Design
- 10.4 Lighting Design
- 11.1 Right of Way Plan Development

## CRAWFORDSVILLE DISTRICT

### Item No. 5. Topographic Survey Services

Work Description: **Two** consultants will be selected to perform land survey work, as directed by Crawfordsville; Production, in accordance with INDOT manuals and procedures. The selected firms must be capable of providing surveys in electronic formats directly acceptable to: Microstation, and MX Road. Surveys assigned to be collected in MX Road format must use INDOT string codes and point codes and must include each feature as continuous individual strings. Projects will be assigned on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$300,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Thirty (30)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection

## **CRAWFORDSVILLE DISTRICT**

### **Item No. 6. Preliminary Engineering Assessment Services**

**Work Description:** Selected consultant will prepare the Engineer's Reports also referred to as the "Scope of Work" for INDOT projects on an as needed basis. The work will be carried out under the direction of the Crawfordsville Planning Department.

**Agreement Type:** Negotiated Labor Rates

**Maximum Agreement Amount:** One (1) contract @ \$100,000.00, Federal funding involved.

**Term of Agreement:** Two year assignment period, option to renew one time for both time and money.

**Approximate No. of Assignments:** Ten (10)

**DBE Goal:** None

**Required Prequalification Categories (Combination of Prime and Sub Consultants):**

- 2.1 Traffic Data Collection
- 2.2 Traffic Forecasting
- 3.1 Routine and Minor Analysis
- 3.2 Complex or Major Analysis
- 4.1 Routine and Minor Analysis
- 4.2 Complex or Major Analysis
- 8.1 Non-Complex Roadway Design
- 8.2 Complex Roadway Design
- 9.1 Level 1 Bridge Design
- 9.2 Level 2 Bridge Design
- 10.1 Traffic Signal Design
- 11.1 Right of Way Plan Development

**Additional Qualifications:** Scoping Manager must be a registered professional engineer in the state of Indiana with at least 5 years of experience in scoping projects for city and/or state transportation agencies.

## **CRAWFORDSVILLE DISTRICT**

### **Item No. 7. Landscape Architect Services**

Work Description: **One (1)** consultant will be selected to perform landscape architect services as directed by Crawfordsville District Production. Projects will be assigned on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$100,000, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Four (4)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

General Prequalification Only

Additional Qualifications: The consultant must have on staff a landscape architect with knowledge of INDOT's standards and requirements needed to develop design plans, special provisions, cost estimates, site inspections and inspection of plant material.

## **CRAWFORDSVILLE DISTRICT**

### **Item No. 8. Construction Inspection Services**

Work Description: One (1) CONSULTANT will be selected to provide supplemental inspection personnel for the Crawfordsville District of INDOT as needs arise on construction contracts.

It is anticipated that approximately eight (8) inspectors will be required during the course of this contract. This contract is expected to span the construction seasons of 2007 and 2008. Winter season work may be necessary for some personnel. The personnel may be expected to work for up to twelve (12) hours per day or at night. Inspection forces may be reduced during the months from December to March during the assigned construction contract period. The CONSULTANT's personnel shall work under the Project Engineers provided by INDOT. The hours and staffing will be controlled by the Crawfordsville District.

The CONSULTANT shall furnish all construction field testing equipment, including nuclear gauges, necessary to sample and test materials in accordance with INDOT procedures. The CONSULTANT shall provide personnel local to the Crawfordsville District such that lodging expenses will not be incurred. Travel time will not be reimbursable for less than 50 miles commute each way to the assigned location. It is anticipated that the majority of these assignments will be in Hendricks, Tippecanoe, or Vigo Counties.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$1,200,000.00, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):  
General Prequalification Only

The following shall constitute as the minimum requirements for an individual assigned under this agreement:

1. Indiana licensed professional engineer or
2. Graduate from an accredited college with a BS in Civil Engineering or
3. Certified under INDOT's Certified Technician Program

Additionally, all assigned individuals must have the ability to pass written and proficiency test for INDOT's Qualified Technician Program for Construction personnel prior to such tests being required on the assigned projects.

## **CRAWFORDSVILLE DISTRICT**

### **Item No. 9. Construction Inspection Services**

Work Description: One (1) CONSULTANT will be selected to provide supplemental inspection personnel for the Crawfordsville District of INDOT as needs arise on construction contracts.

It is anticipated that approximately one (1) project engineer/supervisor and five (5) inspectors will be required during the course of this contract. This contract is expected to span the construction seasons of 2007 and 2008. Winter season work may be necessary for some personnel. The personnel may be expected to work for up to twelve (12) hours per day or at night. Inspection forces may be reduced during the months from December to March during the assigned construction contract period. The CONSULTANT's personnel shall work under the Area/Project Engineers provided by INDOT. The hours and staffing will be controlled by the Crawfordsville District.

The CONSULTANT shall furnish all construction field testing equipment, including nuclear gauges, necessary to sample and test materials in accordance with INDOT procedures. The CONSULTANT shall provide personnel local to the Crawfordsville District such that lodging expenses will not be incurred. Travel time will not be reimbursable for less than 50 miles commute each way to the assigned location. It is anticipated that the majority of these assignments will be in Hendricks, Tippecanoe, or Vigo Counties.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$1,000,000.00, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):  
General Prequalification Only

The following shall constitute as the minimum requirements for an individual assigned under this agreement:

4. Indiana licensed professional engineer or
5. Graduate from an accredited college with a BS in Civil Engineering or
6. Certified under INDOT's Certified Technician Program

Additionally, all assigned individuals must have the ability to pass written and proficiency test for INDOT's Qualified Technician Program for Construction personnel prior to such tests being required on the assigned projects.

**CRAWFORDSVILLE DISTRICT**

**Item No. 10. Title Research Services**

Work Description: The selected consultants will perform title research for highway right of way on an as needed basis.

Agreement Type: Unit Prices

Maximum Agreement Amount: Two (2) contracts @ \$100,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

12.2 Right of Way Title Research

**FORT WAYNE DISTRICT**

**Item No. 11. Project Development Services**

Work Description: Selected consulting firms to perform project development services on an as-needed basis that may include any or all of the following services: Preliminary Engineering Assessment / Alternative Analysis, Environmental Document Preparation, Topographic Survey, Non-Complex Roadway Design, Level 1 Bridge Design Services, Right of Way Plan Development and Utility Coordination Services.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$1,000,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money..

Approximate No. of Projects: 10

DBE Goal: 3%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EIS and EA; 5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design; 6.1 Topographic Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development.

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional subconsultant to perform the work.

**FORT WAYNE DISTRICT**

**Item No. 12. Environmental Services**

Work Description: Selected consulting firm to perform project environmental services for Fort Wayne in-house development projects and special environmental services for consultant development projects on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$100,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Five (5)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EIS and EA; 5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional subconsultant to perform the work.

## FORT WAYNE DISTRICT

### Item No. 13. Traffic Design Services

Work Description: **One** consultant will be selected to perform design for traffic related improvements on an as needed basis. Specific design items may include, but are not limited to, traffic signal design, highway lighting design, traffic signage design and Channelization/ pavement marking design. Consultant may be responsible for reviewing traffic design shop drawing and may responsible for reviewing traffic design plans developed by other designers.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$225,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

- 6.1 Topographical Survey Data Collection
- 8.1 Non-Complex Roadway Design
- 10.1 Traffic Signal Design
- 10.2 Traffic Signal System Design
- 10.3 Complex Roadway Sign Design
- 10.4 Lighting Design
- 11.1 Right of Way Plan Development

**FORT WAYNE DISTRICT**

**Item No. 14. Topographic Survey Services**

Work Description: **One** consultant will be selected to perform land survey work, as directed, in accordance with INDOT manuals and procedures. The selected firms must be capable of providing surveys in electronic formats directly acceptable to AutoCadd, Microstation, and MX Road. Surveys assigned to be collected in MX Road format must use INDOT string codes and point codes and must include each feature as continuous individual strings. Projects will be assigned on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$500,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Thirty (15)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection

## **FORT WAYNE DISTRICT**

### **Item No. 15. Preliminary Engineering Assessment Services**

**Work Description:** Selected consultant will prepare the Engineer's Reports also referred to as the "Scope of Work" for INDOT projects on an as needed basis. The work will be carried out under the direction of the Crawfordsville Planning Department.

**Agreement Type:** Negotiated Labor Rates

**Maximum Agreement Amount:** One (1) contract @ \$100,000.00, Federal funding involved.

**Term of Agreement:** Two year assignment period, option to renew one time for both time and money.

**Approximate No. of Assignments:** Ten (10)

**DBE Goal:** None

**Required Prequalification Categories (Combination of Prime and Sub Consultants):**

- 2.1 Traffic Data Collection
- 2.2 Traffic Forecasting
- 3.1 Routine & Minor Analysis
- 3.2 Complex or Major Analysis
- 4.1 Routine & Minor Analysis
- 4.2 Complex or Major Analysis
- 8.1 Non-complex Roadway Design
- 8.2 Complex Roadway Design
- 9.1 Level 1 Bridge Design
- 10.1 Traffic Signal Design
- 11.1 Right of Way Plan Development

**Additional Qualifications:** Scoping Manager must be a registered professional engineer in the state of Indiana with at least 5 years of experience in scoping projects for city and/or state transportation agencies.

**FORT WAYNE DISTRICT**

**Item No. 16. Title Research Services**

Work Description: The selected consultants will perform title research for highway right of way on an as needed basis.

Agreement Type: Unit Prices

Maximum Agreement Amount: Two (2) contracts @ \$100,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

12.2 Right of Way Title Research

## GREENFIELD DISTRICT

### Item No. 17. Bridge Project Development Services

Work Description: **One** consultant will be selected to perform Bridge Replacement Design, New Bridge Design Small Structure Replacement Design, Bridge Rehabilitation Design, etc., on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$500,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Six (6)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation- EA/ EIS; 5.2 Environmental Document Preparation- CE; 5.3 Environmental Document Preparation- Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/ Architectural Investigations; 5.11 ESA Screening, Phase I and Phase II Remedial Design; 6.1 Topographic Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 9.2 Level 2 Bridge Design; 11.1 Right of Way Plan Development

## GREENFIELD DISTRICT

### Item No. 18. Road Project Development Services

Work Description: **One** consultant will be selected to perform Intersection Improvement Design, Small Structure Replacement Design, Sight Distance Correction Design, Drainage Improvement Design, Road Reconstruction Design, etc., on an as needed basis. Depending upon the qualifications of the selected firms, bridge design work associated with road projects may also be included.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$500,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Four (4)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation- EA/ EIS; 5.2 Environmental Document Preparation- CE; 5.3 Environmental Document Preparation- Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/ Architectural Investigations; 5.11 ESA Screening, Phase I and Phase II Remedial Design; 6.1 Topographic Survey Data Collection; 8.1 Non-Complex Roadway Design; 8.2 Complex Roadway Design; 9.1 Level 1 Bridge Design; 11.1 Right of Way Plan Development

## **GREENFIELD DISTRICT**

### **Item No. 19. Environmental Services**

Work Description: Selected consulting firm to perform project environmental services for Greenfield in-house development projects and special environmental services for consultant development projects on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$100,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

- 5.1 Environmental Document Preparation – EA/EIS
- 5.2 Environmental Document Preparation – CE
- 5.3 Environmental Document Preparation – Section 4(f)
- 5.4 Ecological Surveys
- 5.9 Archaeological Investigations
- 5.10 History/Architectural Investigations
- 5.11 ESA Screening, Phase I ESA and Phase II ESA, ESA Remedial Design

## GREENFIELD DISTRICT

### Item No. 20. Traffic Design Services

Work Description: **One** consultant will be selected to perform design or review for traffic related improvements on an as needed basis. Specific design or review items may include, but are not limited to, traffic signal design, highway lighting design, traffic signage design and Channelization/ pavement marking design. Consultant may be responsible for reviewing traffic design shop drawing.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$220,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

- 6.1 Topographical Survey Data Collection
- 8.1 Non-Complex Roadway Design
- 10.1 Traffic Signal Design
- 10.2 Traffic Signal System Design
- 10.3 Complex Roadway Sign Design
- 10.4 Lighting Design
- 11.1 Right of Way Plan Development

**GREENFIELD DISTRICT**

**Item No. 21. Topographic Survey Services**

Work Description: **Two** consultants will be selected to perform land survey work, as directed by Greenfield; Production, in accordance with INDOT manuals and procedures. The selected firms must be capable of providing surveys in electronic formats directly acceptable to: Microstratation, and MX Road. Surveys assigned to be collected in MX Road format must use INDOT string codes and point codes and must include each feature as continuous individual strings. Projects will be assigned on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$500,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Thirty (30)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection

## **GREENFIELD DISTRICT**

### **Item No. 22. Preliminary Engineering Assessment Services**

Work Description: Selected consultant will prepare the Engineer's Reports also referred to as the "Scope of Work" for INDOT projects on an as needed basis. The work will be carried out under the direction of the Greenfield Planning Department.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$100,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Ten (10)

DBE Goal: None

Existing Plans/Studies: Chapter 5 of the Indiana Design Manual provides an overview of the Engineering Assessment Process.

Required Prequalification Categories (Combination of Prime and Sub Consultants):

- 2.1 Traffic Data Collection
- 2.2 Traffic Forecasting
- 3.1 Routine and Minor Analysis
- 3.2 Complex or Major Analysis
- 4.1 Routine and Minor Analysis
- 4.2 Complex or Major Analysis
- 8.1 Non-Complex Roadway Design
- 8.2 Complex Roadway Design
- 9.1 Level 1 Bridge Design
- 9.2 Level 2 Bridge Design
- 10.1 Traffic Signal Design
- 11.1 Right of Way Plan Development

Additional Qualifications: Scoping Manager must be a registered professional engineer in the state of Indiana with at least 5 years of experience in scoping projects for city and/or state transportation agencies.

**GREENFIELD DISTRICT**

**Item No. 23. Landscape Architect Services**

Work Description: **One (1)** consultant will be selected to perform landscape architect services as directed by Greenfield District Production. Projects will be assigned on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$50,000, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Four (4)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

General Prequalification Only

Additional Qualifications: The consultant must have on staff a landscape architect with knowledge of INDOT's standards and requirements needed to develop design plans, special provisions, cost estimates, site inspections and inspection of plant material.

**GREENFIELD DISTRICT**

**Item No. 24. Right of Way Engineering Services**

Work Description: The selected consultants will provide engineering services required to prepare right of way plans and legal descriptions.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$1,000,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

11.1 Right of Way Plan Development

**GREENFIELD DISTRICT**

**Item No. 25. Title Research Services**

Work Description: The selected consultants will perform title research for highway right of way on an as needed basis.

Agreement Type: Unit Prices

Maximum Agreement Amount: Two (2) contracts @ \$100,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

12.2 Right of Way Title Research

## LAPORTE DISTRICT

### Item No. 26. I-94 Bridge Replacement over Abandoned Railroad

Work Description: The work includes replacement of Bridge over abandoned railroad, 5.68 miles east of US-20 in La Porte County. Engineer's Report is available at the La Porte District Office. Des No. 0100331.

Estimated Construction Cost: \$ 2,350,000 (Funds will be 80% Federal and 20% State)

Agreement Type: Cost Plus Fixed Fee

DBE Goal: 10%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

8.1 Non- Complex Roadway Design 8.2 Complex Roadway Design; 9.1 Level1 Bridge design; 9.2 Level 2 Bridge Design; 5.5 Wetland Mitigation; 11.1 Right of Way Plan Development; 12.1 Project Management for Acquisition Services.

**LAPORTE DISTRICT**

**Item No. 27. Bridge Project Development Services**

Work Description: Contracted consulting firms to perform design of bridge replacement projects at various locations throughout LaPorte District. Related work associated with these bridge replacement projects may include, but is not limited to, topographic survey data collection, non-complex roadway design, level 1 & 2 bridge design and utility coordination services.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$500,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographical Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 9.2 Level 2 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development; 5.5 Wetland Mitigation; 5.6 Waterway Permits.

**LAPORTE DISTRICT**

**Item No. 28. Intersection Improvement Project Development Services**

Work Description: Contracted consulting firms to perform design of intersection improvement projects at various locations throughout LaPorte District. Related work associated with these intersection improvement projects may include, but is not limited to, topographic survey data collection, non-complex roadway design, level 1 bridge design, traffic signal design and utility coordination services.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$500,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographical Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development.

**LAPORTE DISTRICT**

**Item No. 29. Roadway Reconstruction and Rehabilitation Project Development Services**

Work Description: Contracted consulting firms to perform design of roadway reconstruction and rehabilitation projects in LaPorte District. Related work associated with these projects may include, but is not limited to, topographic survey data collection, non-complex roadway design, complex roadway design, level 1 bridge design, traffic signal design, roadway sign design, right of way plan development, and utility coordination services.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$600,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Four (4)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographical Survey Data Collection; 8.1 Non-Complex Roadway Design; 8.1 Non-Complex Roadway Design 9.1 Level Bridge Design; 10.1 Traffic Signal Design; 10.2 Traffic Signal System Design 11.1 Right of Way Plan Development; 11.1 Right of Way Plan Development; 5.5 Wetland Mitigation; 5.6 Waterway Permits.

## LAPORTE DISTRICT

### Item No. 30. Small Structure Replacement Project Development Services

Work Description: Contracted consulting firms to perform design of small structure projects at various locations throughout LaPorte District. Related work associated with these small structure projects may include, but is not limited to, topographic survey data collection, non-complex roadway design, level 1 bridge design and utility coordination services.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$1,000,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Twenty (20)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographical Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development; 5.6 Waterway Permits.

## LAPORTE DISTRICT

### Item No. 31. Construction Inspection Services

Work Description: Contracted Consulting firms to perform Construction Inspection. Construction Projects may include, but not limited to Traffic Signal/Lighting, roadway, resurface, bridge etc.

Agreement Type: Negotiated Labor Rates.

Maximum agreement Amount: Two (2) contracts @ \$ 675,000 each. Federal Funding may be involved

Term of Agreement: Two years, option to renew one time for time and money.

Approximate No. of Assignments: Ten (10)

DBE Goal None

Required Prequalification Categories (Combination of Prime and Sub Consultants)

Work Group 13, Construction Inspection currently has no defined criteria. Therefore the following shall constitute as the minimum requirements for an individual assigned under this agreement.

1. Indiana Licensed Professional Engineer or
2. Graduate from an accredited college with a BS in Civil Engineering or
3. Certified under INDOT's Certified Technician Program

Additionally all assigned individuals must have the ability to pass written and proficiency tests for INDOT's Qualified Technician Program for Construction personnel prior to such tests being required on the assigned project.

## LAPORTE DISTRICT

### Item No. 32. Right of Way Engineering Services

Work Description: The selected consultants will provide engineering services required to prepare right of way plans and legal descriptions.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$1,000,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

11.1 Right of Way Plan Development

## LAPORTE DISTRICT

### Item No. 33. Traffic Design Services

Work Description: Contracted consulting firms to perform design for traffic related improvements on an as needed basis. Specific design items may include, but are not limited to, traffic signal design, highway lighting design, traffic signage design and pavement marking design.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$150,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographical Survey Data Collection; 8.1 Non-Complex Roadway Design; 10.1 Traffic Signal Design; 10.2 Traffic Signal System Design; 10.3 Complex Roadway Sign Design; 10.4 Lighting Design; 11.1 Right of Way Plan Development.

## LAPORTE DISTRICT

### Item No. 34. Topographic Survey Services

Work Description: **Two** consultants will be selected to perform survey work, as directed by the LaPorte; Production, in accordance with INDOT manuals and procedures. The selected firms must be capable of providing surveys in electronic formats directly acceptable to AutoCadd, Microstation, and Moss or MxRoad. Surveys assigned to be collected in Moss or MxRoad format must use INDOT string codes and point codes and must include each feature as continuous individual strings. Projects will be assigned on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$300,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Thirty (30)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection

## SEYMOUR DISTRICT

### Item No. 35. Traffic Design Services

Work Description: Contracted consulting firms to perform design for traffic related improvements on an as needed basis. Specific design items may include, but are not limited to, traffic signal design, highway lighting design, traffic signage design and pavement marking design.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contract @ \$200,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Fifteen (15)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

10.1 Traffic Signal Design; 10.2 Traffic Signal System Design; 10.3 Complex Roadway Sign Design; 10.4 Lighting Design.

## SEYMOUR DISTRICT

### Item No. 36. Topographic Survey Services

Work Description: The selected consultants will provide land surveying functions as needed for the planning, design, and construction of projects within the Seymour District.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$500,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Fifty (50)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

#### 6.1 Topographic Survey Data Collection

Additional Qualifications:

- Experience in land surveying and right of way engineering, as well as experience in staking right of way parcels.
- Experience in GPS surveying and conventional surveying of at least 3 years.
- Licensed land surveyor in the State of Indiana for at least 3 years

Training in and ability to use INDOT software (MX Road and Microstation) so that all information is standardized.

## SEYMOUR DISTRICT

### Item No. 37. Construction Inspection Services

Work Description: The selected consultants will provide construction inspection services required for construction projects. Construction Projects may include but not be limited to, traffic signal/lighting, roadway, resurface, and bridge projects.

Agreement Type: Negotiated Labor Rates.

Maximum agreement Amount: Two (2) contracts @ \$ 1,000,000 each. Federal Funding may be involved

Term of Agreement: Two years  
Option to renew one time for time and money

Approximate No. of Assignments: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants)

Work Group 13, Construction Inspection currently has no defined criteria. Therefore the following shall constitute as the minimum requirements for an individual assigned under this agreement.

4. Indiana Licensed Professional Engineer or
5. Graduate from an accredited college with a BS in Civil Engineering or
6. Certified under INDOT's Certified Technician Program

Additionally all assigned individuals must have the ability to pass written and proficiency tests for INDOT's Qualified Technician Program for Construction personnel prior to such tests being required on the assigned project.

## **SEYMOUR DISTRICT**

### **Item No. 38. Right of Way Engineering Services**

Work Description: The selected consultants will provide engineering services required to prepare right of way plans and legal descriptions.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$500,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

11.1 Right of Way Plan Development

**SEYMOUR DISTRICT**

**Item No. 39. Title Research Services**

Work Description: The selected consultants will perform title research for highway right of way on an as needed basis.

Agreement Type: Unit Prices

Maximum Agreement Amount: Two (2) contracts @ \$150,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

12.2 Right of Way Title Research

## VINCENNES DISTRICT

### Item No. 40. Bridge Project Development Services

Work Description: Selected consulting firms to perform bridge project development services on an as-needed basis that may include any or all of the following services: Preliminary Engineering Assessment / Alternative Analysis, Environmental Document Preparation, Topographic Survey, Non-Complex Roadway Design, Level 1 & 2 Bridge Design, Right of Way Plan Development and Utility Coordination Services.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$400,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EIS and EA; 5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design; 6.1 Topographic Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development.

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional subconsultant to perform the work.

## VINCENNES DISTRICT

### Item No. 41. Project Development Services

Work Description: Selected consulting firms to perform project development services on an as-needed basis that may include any or all of the following services: Preliminary Engineering Assessment / Alternative Analysis, Environmental Document Preparation, Topographic Survey, Non-Complex Roadway Design, Level 1 Bridge Design Services, Right of Way Plan Development and Utility Coordination Services.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Four (4) contracts @ \$500,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Ten (10)

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EIS and EA; 5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design; 6.1 Topographic Survey Data Collection; 8.1 Non-Complex Roadway Design; 9.1 Level 1 Bridge Design; 10.1 Traffic Signal Design; 11.1 Right of Way Plan Development.

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional subconsultant to perform the work.

## VINCENNES DISTRICT

### Item No. 42. Environmental Services

Work Description: Selected consulting firm to perform project environmental services for Vincennes in-house development projects and special environmental services for consultant development projects on an as needed basis.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$200,000.00, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EIS and EA; 5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional sub consultant to perform the work.

**VINCENNES DISTRICT**

**Item No. 43. Signal Design Services \***

Work Description: Selected consulting firms to perform signal design services which include the preparation of plans for intersection signalizations projects. The projects will be assigned on an as-needed basis and may include any or all of the following services: the design of isolated actuated signals or a few signals requiring a time base form of coordination with some form of interconnecting cable; the addition of signals into an existing coordination system; the design of an extension to an existing typical system; design of a series or network of signals requiring a completely new or a major redesign of a coordinated system.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: *Two (2) contracts @ \$200,000.00 each, Federal funding involved.*

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Six (6)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

10.1 Traffic Signal Design; 10.2 Traffic Signal System Design

Revised: June 6, 2006 – *Two (2) contracts*

**VINCENNES DISTRICT**

**Item No. 44. Signing and Lighting Design Services**

Work Description: Selected consulting firms to perform signing and lighting design services which include the preparation of plans for signing and lighting projects. The projects will be assigned on an as-needed basis and may include any or all of the following services: complex roadway sign design projects involving (1) a significant length of new highway through an urban area or difficult terrain, (2) intricate roadway geometry, (3) the reconstruction or rehabilitation of a significant length of a multiple-lane highway, or (4) other types of projects with similar degrees of difficulty and required expertise in sign design. Also, lighting design projects requiring highway lighting systems such as isolated intersections, interchange lighting or continuous highway lighting, including all associated electrical design and components. Prepares plans for construction of such systems.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$200,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for time and money.

Approximate No. of Projects: Six (6)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

10.3 Complex Roadway Sign Design; 10.4 Lighting Design

**VINCENNES DISTRICT**

**Item No. 45. Topographic Survey Services**

Work Description: Selected consulting firms to perform Topographic Survey Data Collection services on an as-needed basis that may include any or all of the following services: Topographic and Right Of Way Surveys for District Design projects, Staking of Right Of Way for land acquisition or for Utility relocations, Property Surveys for excess Right Of Way Parcels etc.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$600,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Five (5)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection; 11.1 Right of Way Plan Development.

## VINCENNES DISTRICT

### Item No. 46. Construction Inspection Services

Work Description: The selected consultants will provide construction inspection services required for construction projects. Construction Projects may include but not be limited to, traffic signal/lighting, roadway, resurface, and bridge projects.

Agreement Type: Negotiated Labor Rates.

Maximum agreement Amount: Two (2) contracts @ \$ 750,000 each. Federal Funding may be involved

Term of Agreement: Two years  
Option to renew one time for time and money

Approximate No. of Assignments: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants)

Work Group 13, Construction Inspection currently has no defined criteria. Therefore the following shall constitute as the minimum requirements for an individual assigned under this agreement.

7. Indiana Licensed Professional Engineer or
8. Graduate from an accredited college with a BS in Civil Engineering or
9. Certified under INDOT's Certified Technician Program

Additionally all assigned individuals must have the ability to pass written and proficiency tests for INDOT's Qualified Technician Program for Construction personnel prior to such tests being required on the assigned project.

## VINCENNES DISTRICT

### Item No. 47. Right of Way Engineering Services

Work Description: Selected consulting firms to perform Right Of Way Engineering services on an as-needed basis that may include any or all of the following services: Abstracting, Right Of Way Engineering, Staking, Appraisal Problem Analysis, Appraising, Buying.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Three (3) contracts @ \$800,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period, with INDOT's option to renew for two (2) additional years upon the same terms.

Approximate No. of Projects: Assignments will be made on projects ranging from as small as one (1) parcel to as large as 200+ parcels.

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection; 11.1 Right of Way Plan Development; 12.1 Project Management For Right Of Way Acquisition Services; 12.2 Title Research; 12.3 Value Analysis; 12.4 Appraisal; 12.5 Appraisal Review; 12.6 Negotiation; 12.7 Closing; 12.8 Relocation; 12.9 Relocation Review.

**VINCENNES DISTRICT**

**Item No. 48. Title Research Services**

Work Description: Selected consulting firms to perform Title Research services for highway right-of-way on an as-needed basis that may include any or all of the following services: adequately researching all available records and preparing a Title and Encumbrance Report documenting the research to identify all parties or entities having any ownership interest in the property to be acquired including an abstract of all pertinent data, legal descriptions, all liens (taxes, mortgages, recorded judgments, etc. ), assessments, taxes and any encumbrances against the property.

Agreement Type: Unit Prices

Maximum Agreement Amount: Two (2) contracts @ \$150,000.00 each, Federal funding involved.

Term of Agreement: Two year assignment period, with INDOT’s option to renew for two (2) additional years upon the same terms.

Approximate No. of Projects: Assignments will be made on projects ranging from as small as one (1) parcel to as large as 200+ parcels.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

12.2 Title Research

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF PROJECT MANAGEMENT**

**Item No. 49. New Interchange Project Development on I-64**

Type of Work: The work includes the development of Contract documents for a new interchange on I 64 west of SR 135 in Harrison County (Major Moves ID #8). Work to be assigned includes preparation of the Environmental document, Design Plans, Permitting, Real Estate Services, and right of way acquisition. A project scope location map is available on the scope of services website.

Estimated Construction Cost: \$17,500,000

Contract Type: Cost plus Fixed Fee

Existing Studies: Existing studies are available in INDOT’s Central Office, Division of Contract Administration

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EA; 5.4 Ecological Surveys ; 5.5 Wetland Mitigation ; 5.6 Waterway permits; 5.8 Noise Analysis and Abatement Design; 5.9 Archaeological Investigations; 5.10 History/Architectural Investigations; 6.1 Topographic Survey Data Collection; 8.2 Experience in Complex Road Design; 9.2 Experience in Major Bridge Level 2; 10.1 Traffic Signal Design; 10.2 Traffic Signal System Design; 10.3 Complex Roadway Sign Design; 10.4 Lighting Design; 11.1 Right-of-way Plan Development; 12.1 Project Management for Right-of-way Acquisition Services; 12.2 Title Research; 12.3 Value Analysis; 12.4 Appraisal; 12.6 Negotiation; 12.7 Closing; 12.8 Relocation

Additional Qualifications: Utility Coordination; Subsurface utility engineering services; Thorough understanding of Project Development Process

<b>Deliverables:</b>	<b>Date</b>
1. Environmental Approval	12/15/2007
2. Final Right-of-way Plans	9/15/2008
3. Final Field Check	5/15/2010
3. Ready for Contract	8/15/2010

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF PROJECT MANAGEMENT**

**Item No. 50. New Interchange Project Development on I-65 in Crown Point**

Work Description: The work includes the development of Contract documents for a new interchange at I-65 and 109<sup>th</sup> Avenue in Crown Point (Major Moves ID #379). Work to be assigned includes preparation of the Environmental document, Design Plans, Permitting, Real Estate Services, and right of way acquisition.

Estimated Construction Cost: \$13,800,000

Contract Type: Cost plus Fixed Fee

Existing Studies: Existing studies are available in INDOT’s Central Office, Division of Contract Administration

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EA; 5.4 Ecological Surveys ; 5.5 Wetland Mitigation ; 5.6 Waterway permits; 5.8 Noise Analysis and Abatement Design; 5.9 Archaeological Investigations; 5.10 History/Architectural Investigations; 6.1 Topographic Survey Data Collection; 8.2 Experience in Complex Road Design; 9.2 Experience in Major Bridge Level 2; 10.1 Traffic Signal Design; 10.2 Traffic Signal System Design; 10.3 Complex Roadway Sign Design; 10.4 Lighting Design; 11.1 Right-of-way Plan Development; 12.1 Project Management for Right-of-way Acquisition Services; 12.2 Title Research; 12.3 Value Analysis; 12.4 Appraisal; 12.6 Negotiation; 12.7 Closing; 12.8 Relocation

Additional Qualifications: Utility Coordination; Subsurface utility engineering services; Thorough understanding of Project Development Process

Deliverables:	Date
1. Environmental Approval	12/15/2007
2. Final Right-of-way Plans	9/15/2008
3. Final Field Check	5/15/2010
3. Ready for Contract	8/15/2010

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF PROJECT MANAGEMENT**

**Item No. 51. New Road Project Development of SR 250 in Jefferson County**

Work Description: The work includes the development of Contract documents for new road construction of SR 250 from SR 7 to US 421 in Jefferson County (Major Moves ID #100). Work to be assigned includes preparation of the Environmental document, Design Plans, Permitting, Real Estate Services, and right of way acquisition. A project scope location map is available on the scope of services website. Des No. 0500396.

Estimated Construction Cost: \$10,000,000

Contract Type: Cost plus Fixed Fee

Existing Studies: No existing studies are available.

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EA; 5.4 Ecological Surveys ; 5.5 Wetland Mitigation ; 5.6 Waterway permits; 5.8 Noise Analysis and Abatement Design; 5.9 Archaeological Investigations; 5.10 History/Architectural Investigations; 6.1 Topographic Survey Data Collection; 8.2 Experience in Complex Road Design; 9.2 Experience in Major Bridge Level 2; 10.1 Traffic Signal Design; 10.2 Traffic Signal System Design; 10.3 Complex Roadway Sign Design; 10.4 Lighting Design; 11.1 Right-of-way Plan Development; 12.1 Project Management for Right-of-way Acquisition Services; 12.2 Title Research; 12.3 Value Analysis; 12.4 Appraisal; 12.6 Negotiation; 12.7 Closing; 12.8 Relocation

Additional Qualifications: Utility Coordination; Subsurface utility engineering services; Thorough understanding of Project Development Process

Deliverables:	Date
1. Environmental Approval	12/15/2007
2. Final Right-of-way Plans	9/15/2008
3. Final Field Check	5/15/2010
3. Ready for Contract	8/15/2010

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF PROJECT MANAGEMENT**

**Item No. 52. Interchange Modification Project Development on I-64 @ SR 62 & SR 64**

Work Description: The work includes the development of Contract documents for an Interchange Modification at I-64 and SR 62 & SR 64 in Floyd County. Work to be assigned includes preparation of Design Plans, Real Estate Services, Right-of-way acquisition, Environmental Services, Topo survey data collection.

Estimated Construction Cost: \$14,983,000

Contract Type: Cost plus Fixed Fee

Existing Studies: Access to existing studies may be obtained through INDOT's Project Manager, Tim Muench, (317) 232-5245.

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EA ; 6.1 Topographic Survey Data Collection; 8.2 Experience in Complex Road Design; 9.2 Experience in Major Bridge Level 2; 10.1 Traffic Signal Design; 11.1 Right-of-way Plan Development; 12.1 Project Management for Right-of-way Acquisition Services; 12.2 Title Research; 12.3 Value Analysis; 12.4 Appraisal; 12.5 Appraisal Review ; 12.6 Negotiation; 12.7 Closing; 12.8 Relocation; 12.9 Relocation Review

Additional Qualifications: Utility Coordination; Thorough understanding of Project Development Process

Deliverables:	Date
1. Plans 30% Complete	9/15/2007
2. Plans 60% Complete	3/15/2007
3. Environmental Document Approved	3/15/2008
4. Plans 90% Complete	4/15/2009
5. Tracings Submittal	7/16/2009

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF PROJECT MANAGEMENT**

**Item No. 53. Interchange Modification Project Development on I-69 @ US 20**

Work Description: The work includes the development of Contract documents for an interchange modification at I 69 and US 20 in Steuben County. Work to be assigned includes preparation of Design Plans, Real Estate Services, Right-of-way acquisition, Topo survey data collection.

Estimated Construction Cost: \$10,035,000

Contract Type: Cost plus Fixed Fee

Existing Studies: Access to existing studies may be obtained through INDOT's Project Manager, Tim Muench, (317) 232-5245.

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EA ; 6.1 Topographic Survey Data Collection; 8.2 Experience in Complex Road Design; 9.2 Experience in Major Bridge Level 2; 10.1 Traffic Signal Design; 11.1 Right-of-way Plan Development; 12.1 Project Management for Right-of-way Acquisition Services; 12.2 Title Research; 12.3 Value Analysis; 12.4 Appraisal; 12.5 Appraisal Review ; 12.6 Negotiation; 12.7 Closing; 12.8 Relocation; 12.9 Relocation Review

Additional Qualifications: Utility Coordination; Thorough understanding of Project Development Process

Deliverables:	Date
1. Plans 30% Complete	9/15/2007
2. Plans 60% Complete	3/15/2007
3. Environmental Document Approved	3/15/2008
4. Plans 90% Complete	4/15/2009
5. Tracings Submittal	7/16/2009

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF PROJECT MANAGEMENT**

**Item No. 54. Interchange Modification Project Development on I-65 @ SR 28**

Work Description: The work includes the development of Contract documents for an interchange modification at I-65 and SR 28 in Clinton County (Major Moves ID #14). Work to be assigned includes preparation of Design Plans, Real Estate Services, right of way acquisition). A project scope location map is available on the scope of services website. Geotechnical investigation will be provided by INDOT.

Estimated Construction Cost: \$3,700,000

Contract Type: Cost plus Fixed Fee

Existing Studies: Existing studies are available in INDOT’s Central Office, Division of Contract Administration

DBE Goal: 5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection; 8.2 Experience in Complex Road Design; 9.2 Experience in Major Bridge Level 2; 10.1 Traffic Signal Design; 10.2 Traffic Signal System Design; 10.3 Complex Roadway Sign Design; 10.4 Lighting Design; 11.1 Right-of-way Plan Development; 12.1 Project Management for Right-of-way Acquisition Services; 12.2 Title Research; 12.3 Value Analysis; 12.4 Appraisal; 12.6 Negotiation; 12.7 Closing; 12.8 Relocation

Additional Qualifications: Utility Coordination; Subsurface utility engineering services; Thorough understanding of Project Development Process

Deliverables:	Date
1. Preliminary Field Check	10/15/2006
2. Final Right-of-way Plans	12/15/2006
3. Final Field Check	11/15/2007
3. Ready for Contract	12/15/2007

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF GEOTECHNICAL SERVICES**

**Item No. 55. Statewide Geotechnical Services**

Work Description: One Geotechnical Consultant will be selected to perform non-destructive Geotechnical testing (IRS, CSL, Pile Load Test as described at attached link.) at various locations throughout the State.

Contract Type:	Unit Prices
Maximum Contract Amount:	One (1) contract @ \$300,000.00, Federal funding involved.
Term of Contract:	Two years Option to renew one time for both time and money at INDOT's discretion.
Approximate No. of Projects:	Approximately 10 to 15 projects per year
DBE Goal:	None
Required Qualifications:	7.1 Geotechnical Engineering Services

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ENVIRONMENTAL SERVICES**

**Item No. 56. National Environmental Policy Act Services**

Work Description:

- The consultant will develop the environmental analyses by working closely with the engineers responsible for the development of the engineering assessment. This will entail the selected Consultant attending the initial field meeting to aid the engineers in identification of sensitive environmental concerns.
- Based on the engineering analyses and Engineer’s Report the selected consultant will be responsible for all activities required to successfully complete the environmental documentation required by the National Environmental Policy Act and as required by current INDOT environmental policies and procedures.
- The consultant will be responsible for holding any necessary public meetings, coordination meetings and resource agency meetings.
- The consultant will act as INDOT’s representative at any hearings held on the assigned projects.
- The consultant will complete any other work required determining impacts, minimizing the impacts or avoiding the impacts.

Agreement Type:	Negotiated Labor Rates
Maximum Agreement Amount:	One (1) contract @ \$2,000,000, Federal funding involved.
Term of Agreement:	Three years, no new work to be assigned after year two.
Approximate No. of Assignments:	Sixty (60)
DBE Goal:	5%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.1 Environmental Document Preparation – EIS and EA; 5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.9 Archaeological Investigations; 5.10 Historical/Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design

Additional Qualifications: Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to identify an additional subconsultant to perform the work.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ENVIRONMENTAL SERVICES**

**Item No. 57. Archaeological Services**

Work Description: Consulting firms with this prequalification will perform some or all levels of investigation for archaeological resources in accordance with FHWA guidelines and regulations relative to archaeological analysis of transportation projects and the Indiana Department of Natural Resources (IDNR) Division of Historic Preservation and Archaeology (DHPA) guidelines. Assignments to be made, as needed, throughout the State.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$600,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Seventy (70)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.9 Archaeological Investigations

Additional Qualifications:

1. Demonstrated ability to meet or exceed the Code of Federal Regulations, 36 CFR Part 61, Appendix A in the area of Archaeology and 312 IAC 21-3-4.
2. At a minimum, the firm must employ at least one (1) individual who meets the requirements at 36 CFR 61, Appendix A and 312 IAC 21-3-4. With respect to specializing in historic or prehistoric periods, this need not be the same individual as long as the above condition is met for each period.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ENVIRONMENTAL SERVICES**

**Item No. 58. Asbestos Investigation Services**

Work Description: Selected consultant will expeditiously undertake inspection, sampling, laboratory analysis, estimation of asbestos containing material (ACM), developing removal plan for INDOT facilities and structures within INDOT's rights-of-way (including bridges) that are scheduled for renovation or demolition. Assignments to be made, as needed, throughout the State.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contracts @ \$200,000, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Four Hundred (400)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

General Prequalification.

Additional Qualifications:

\*Experience in asbestos inspections, inspector must be accredited by IDEM as per Indiana Rule 326 IAC 18-3

\*Ability to prepare an asbestos report including, introduction, methodology, description of sample locations, summary, and conclusions.

\*Ability to prepare a removal plan indicating the location, type, amount and physical condition of the RACM. The report should also contain a sample information table, asbestos certification, analytical results, chain-of-custody, point-count method, duplicate samples and an estimate for the cost to remove the ACM which must be removed.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ENVIRONMENTAL SERVICES**

**Item No. 59. Historic Preservation Investigation Services**

Work Description: Selected firms to perform some or all levels of the necessary work to comply with the Section 106, National Historic Preservation Act (NHPA) of 1966, as amended, and 36 CFR Part 800 (Revised January 2001), Final Rule on Revision of Current Regulations dated December 12, 2000, and incorporating amendments effective August 5, 2004 and the FHWA Indiana Division Section 106 Procedures.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$600,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Seventy (70)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.10 Historical/Architectural Investigations

Additional Qualifications:

1. Demonstrated ability to meet or exceed the Code of Federal Regulations, 36 CFR Part 61, Appendix A in the areas of History, Architectural History, or Historic Architecture.
2. Demonstrated ability to conduct and complete required levels of acceptable Section 106 documentation in accordance with INDOT and FHWA guidelines and regulations.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ENVIRONMENTAL SERVICES**

**Item No. 60. Air Quality and Noise Impact Studies**

Work Description: Air Quality studies are required for added-capacity projects in certain areas as dictated by Federal Highway Policy. Consultant will perform "hotspot" air quality analyses to demonstrate compliance with regulations and policy. Noise impact studies are required for added-capacity projects in sensitive areas as dictated by Federal Highway and INDOT policies. Consultant will perform noise impact analyses and make recommendations as to the feasibility and reasonableness of constructing noise walls to mitigate impacts.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$200,000, Federal funding involved.

Term of Agreement: Three years, no new work to be assigned after year two.

Approximate No. of Assignments: Twenty (20)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.7 Air Quality Analysis; 5.8 Noise Analysis and Abatement Design

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ENVIRONMENTAL SERVICES**

**Item No. 61. Permitting and Wetland and Waterway Studies**

Work Description: The selected consultant will perform the following for wetlands and waterways: function and value studies, water quality studies, identification, delineation, GIS mapping, application and negotiation of permits (including – IDEM 401, USACE 404, USACE Section 10, USCG Section 9, DNR permits, and Rule 5), engineering/design of mitigation sites and monitoring of mitigation sites for INDOT projects on an as needed basis throughout the State. The services may include right of way engineering along with the following services relating to mitigation sites: permitting, engineering/design, appraising, acquiring mitigation sites, construction, and weed control of mitigation sites.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$1,500,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: One Hundred (100)

DBE Goal: 3%

Required Prequalification Categories (Combination of Prime and Sub Consultants):

5.5 Wetland Mitigation; 5.6 Waterway Permits.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF STRUCTURAL SERVICES**

**Item No. 62. Hydraulics Analysis Services**

Work Description: **One** consultant will be selected to perform hydraulics for various projects. The projects will be assigned on an as needed basis. The selected firm must be capable of performing all types of hydrology and hydraulics for transportation projects. The selected consultant will be required to perform scour calculations and prepare required documentation for permits when necessary.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$1,000,000, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Two Hundred (200)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

General Prequalification.

Additional Qualifications:

The selected consultant must be proficient in the use of various hydrologic modeling software including but not limited to HEC-RAS, WSPRO, HY8, TR-20 (or equivalent), and HYDRA (or equivalent).

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF ROADWAY SERVICES**

**Item No. 63. Traffic Project Development and Review Services**

Work Description: Selected consulting firms to perform traffic development, review services and training on as as-needed basis that may include any or all of the following services: Signing design and review, lighting design and review, signal design and review, shop drawing review, preparing a training manual and conducting training for design and review.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$300,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Thirty to Sixty (30 to 60)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

10.1 Traffic Signal Design; 10.2 Traffic Signal System Design, 10.3 Complex Roadway Sign Design, 10.4 Lighting Design

Deliverables:

Complete Design plans (Two submittals; preliminary field check and final plans/mylars).  
Plan reviews with review documentation.  
Shop drawing reviews with appropriate documentation.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 64. Utility and Railroad Coordination Services**

Work Description: Two consultants will be selected to perform utility and railroad coordination activities as directed by the Division of Production Management, in accordance with INDOT manuals (Chapter 10 and 11 of Design Manual) and utility/railroad coordination procedures. Projects will be assigned on an as-needed basis and will be for projects throughout the State of Indiana.

Agreement Type: Negotiated Labor Rates

Maximum Agreement Amount: Two (2) contracts @ \$750,000 each, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: 25 to 30 projects to Ready-for-Contracts per year.

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

General Prequalification.

Additional Qualifications:

Experience in Utility and/or Railroad Coordination following INDOT procedures.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 65. Subsurface Utility Engineering Services**

Work Description: One consultant will be selected to perform subsurface designating, locating, and mapping services on an as needed basis. Work assignments may include entire projects or spot locations within projects. The term “designate” means to indicate, by marking, the presence and approximate horizontal location of a subsurface utility facility using geophysical prospecting techniques. The term “locate” means to obtain an accurate position of a subsurface utility facility (horizontally and vertically) by digging a small diameter test hole using a method such as vacuum excavation. Projects will be assigned over a two year period and will be throughout the State of Indiana.

Agreement Type: Unit Price/Negotiated Labor Rates

Maximum Agreement Amount: One (1) contract @ \$2,000,000, Federal funding involved.

Term of Agreement: Two year assignment period, option to renew one time for both time and money.

Approximate No. of Assignments: Ten (10)

DBE Goal: None

Required Prequalification Categories (Combination of Prime and Sub Consultants):

6.1 Topographic Survey Data Collection.

Additional Qualifications: Demonstrated experience in the area of subsurface utility engineering and requisite modern equipment necessary to accurately locate underground utility facilities and to perform minimum disruption test-hole excavations.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 66. Statewide Right of Way Buying Services**

Work Description: The selected consultants will perform land acquisition negotiations for highway right of way on an as needed basis throughout the State.

A negotiator must be able to explain the project, the taking, the impact of the taking to the residue, the acquisition process, the offer, and negotiate in an honest and competent manner with the property owner(s). The negotiator must document all contacts with the owner and treat all property owners fairly with respect and dignity.

Contract Type:	Unit Prices
Maximum Contract Amount:	Five (5) contracts @ \$125,000 each, Federal funding involved.
Term of Contract:	Two years
DBE Goal:	None

Required Qualifications: 12.6 Right of Way Negotiation

Include as part of your statement of interest a brief discussion concerning the recent related experience of the persons from your firm who will be actively engaged in the proposed effort. Do not include your firm's experience unless persons who will work on this project participated in that experience.

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 67. Statewide Right of Way Appraising Services**

Work Description: The work includes appraising land and improvements upon the land on an as needed basis throughout the State. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. It will be developed cooperatively by the assigned or contract appraiser and an agency official (review appraiser) who is competent to both represent the agency’s needs and respect valid appraisal practice. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: Six (6) contracts @ \$175,000 each, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.4 Right of Way Appraisal

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 68. Northern Region Right of Way Appraising Services**

Work Description: The work includes appraising land and improvements upon the land on an as needed basis throughout the LaPorte and Fort Wayne District regional areas. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. It will be developed cooperatively by the assigned or contract appraiser and an agency official (review appraiser) who is competent to both represent the agency’s needs and respect valid appraisal practice. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: One (1) contract @ \$175,000, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.4 Right of Way Appraisal

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 69. Central Region Right of Way Appraising Services**

Work Description: The work includes appraising land and improvements upon the land on an as needed basis throughout the Crawfordsville and Greenfield District regional areas. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. It will be developed cooperatively by the assigned or contract appraiser and an agency official (review appraiser) who is competent to both represent the agency’s needs and respect valid appraisal practice. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: One (1) contract @ \$175,000, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.4 Right of Way Appraisal

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 70. Southern Region Right of Way Appraising Services**

Work Description: The work includes appraising land and improvements upon the land on an as needed basis throughout the Vincennes and Seymour District regional areas. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. It will be developed cooperatively by the assigned or contract appraiser and an agency official (review appraiser) who is competent to both represent the agency’s needs and respect valid appraisal practice. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: One (1) contract @ \$175,000, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.4 Right of Way Appraisal

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 71. Statewide Right of Way Appraising Review Services**

Work Description: The work includes reviewing appraisal reports and the preparation of documentation for the completion of Statements of Just Compensation on an as needed basis throughout the State. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: Three (3) contracts @ \$100,000 each, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.5 Right of Way Appraisal Review

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 72. Northern Region Right of Way Appraising Review Services**

Work Description: The work includes reviewing appraisal reports and the preparation of documentation for the completion of Statements of Just Compensation on an as needed basis throughout the LaPorte and Fort Wayne District regional areas. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: One (1) contract @ \$85,000, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.5 Right of Way Appraisal Review

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 73. Central Region Right of Way Appraising Review Services**

Work Description: The work includes reviewing appraisal reports and the preparation of documentation for the completion of Statements of Just Compensation on an as needed basis throughout the Crawfordsville and Greenfield District regional areas. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: One (1) contract @ \$85,000, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.5 Right of Way Appraisal Review

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 74. Southern Region Right of Way Appraising Review Services**

Work Description: The work includes reviewing appraisal reports and the preparation of documentation for the completion of Statements of Just Compensation on an as needed basis throughout the Vincennes and Seymour District regional areas.. The major regulations and statues governing these activities are, but not limited to:

- Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs
- Uniform Standards of Professional Appraisal Practice (USPAP)
- INDOT Division of Land Acquisition Appraisal Policies

The scope of work is a written statement agreed upon by the appraiser and the agency (INDOT) describing the appraisal process and report the appraiser is to produce. Scope of work includes, but is not limited to:

- The extent to which the property is identified
- The extent to which tangible property is inspected
- Type and extent of data researched
- The type and extent of analysis applied to arrive at opinions or conclusions

Contract Type: Unit Prices

Maximum Contract Amount: One (1) contract @ \$85,000, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.5 Right of Way Appraisal Review

**CENTRAL OFFICE – DIVISION OF PRODUCTION MANAGEMENT, OFFICE OF REAL ESTATE SERVICES**

**Item No. 75. Statewide Right of Way Relocation Services**

Work Description: The selected consultants will perform relocation services for highway projects on an as needed basis throughout the State.

A relocation agent must be able to explain the provisions of relocation assistance to eligible persons or businesses that are displaced by highway improvement projects. File all eligible claims provided by 49 CFR Part 24. The relocation agent must document all contacts with the owner and treat all property owners fairly with respect and dignity.

Contract Type: Unit Prices

Maximum Contract Amount: Three (3) contracts @ \$100,000 each, Federal funding involved.

Term of Contract: Two years

DBE Goal: None

Required Qualifications: 12.8 Relocation Services

Include as part of your statement of interest a brief discussion concerning the recent related experience of the persons from your firm who will be actively engaged in the proposed effort. Do not include your firm's experience unless persons who will work on this project participated in that experience.

## CENTRAL OFFICE – DIVISION OF FACILITIES AND EQUIPMENT MANAGEMENT

### Item No. 76. Welcome Center and Rest Area Design Services

Type of Work: The work includes designing the replacement of two (2) interstate Welcome Centers and six (6) interstate Rest Areas (three pair) with Engineer's Report/scoping, surveying, preliminary design, environmental studies, right of way acquisition, building design, parking design, storm water design, drinking water design, waste water design, and all coordination for the utilities and for a complete bid letting. A project scope location is at the following Rest Areas and Welcome Centers;

- a. Pigeon Creek Welcome Center I-69 MM 145 replacement and expansion of truck parking, on existing site if possible
- b. Michigan City Welcome Center I-94 MM 42 replacement and expansion of truck parking, on existing site if possible
- c. Plainfield Rest Area I-70 MM 63 reconfigure with added truck parking and replacement, no new land acquisition
- d. Lebanon Rest Area I-65 MM 148 & 150 replacement and expansion of truck parking, on existing site if possible
- e. Lizton Rest Area I-74 MM 56 replacement and expansion of truck parking, on existing site if possible

Project Description: **Part 1** Scoping/Engineer's Report, preliminary design, environmental studies, surveying. Steps 1 thru 7 per the Project Development Process (PDP) for Major Projects are to be completed and on file with the Department within twelve (12) months from date of notice to proceed:

Step 1 – Professional Services

Step 2 – Conduct Research and Technical Studies

Step 3 – Identify and Evaluate Conceptual Solutions

Step 4 – Develop Preliminary Alternatives

Step 5 – Refine Feasible Alternatives

Step 6 – Develop Preferred Alternative (Stage 1 Design 0%-30%)

Step 7 – Develop Stage 2 Detailed Design 30%-60% and Preliminary Right-of-Way Plans

The engineering assessment stage (Stage 1) involves development and analysis of alternative Rest Area and Welcome Center improvement plans, identification of a proposal, and documentation within the Engineer's Report, the "deliverable." This process serves to ensure comprehensive consideration of reasonable improvement options, integrate engineering/transportation and environmental objectives, and affect recognition of a cost-effective, satisfactory course of action (alternative). The Engineer's Report guides ensuing stages of project development, notably design, and assists in concurrent environmental assessment activities.

**Part 2** Final design, final environmental documents, final right-of-way plans, utility agreements, permit applications, and final field review (Stage 2

Design). Steps 8 thru 11 per the Project Development Process (PDP) for Major Projects are to be completed and on file with the Department within twenty-four (24) months from date of initial notice to proceed:

Step 8 – Environmental Approval

Step 9 – Prepare Final Right-of-Way Plans

Step 10 – Begin Land Acquisition

Step 11 – Develop Stage 3 Design (60%-90%)

At the conclusion of each subsequent Step, INDOT will make the determination on whether to proceed with Consultant completing the Step or terminate the consultant agreement.

**Part 3** Final construction cost estimate, final special provisions, final tracings, all permits obtained, and submit Final Plan Package to Contracts Division, Step 12 per the Project Development Process (PDP) for Major Projects (Design 90%-100%)

**Part 4** During construction - provide Building Construction Administration (Designer of Record); building construction process review, weekly site visits, attend monthly project progress review meetings, review and approve progress payment requests, review and approve shop-drawings, develop pre-punch inspection, coordinate final punch-list for substantial completion of the building construction, verify corrective action of punch-list items, conduct nine (9) month warranty inspection, and conduct one (1) year warranty inspection.

Agreement Type: Cost Plus Fixed Fee, Federal funds involved.

DBE Goal: 5%

Required Prequalification Categories: (Combination of Prime and Sub Consultants)

5.1 Environmental Document Preparation – EIS and EA; 5.2 Environmental Document Preparation – CE; 5.3 Environmental Document Preparation – Section 4(f); 5.4 Ecological Surveys; 5.5 Wetland Mitigation; 5.9 Archaeological Investigations; 5.10 Historical/ Architectural investigations; 5.11 ESA Screening, Phase I and Phase II, Remedial Design; 6.1 Topographic Survey Data Collection; 8.2 Complex Roadway Design; 11.1 Right of Way Plan Development; 12.1 Project Management for Acquisition Services

Additional Qualifications: Experience in utility coordination. Experience in architectural building design including electrical, plumbing, and HVAC, as well as drinking water and waste water system design. Thorough understanding of Project Development Process. Environmental services from other prequalification categories may become necessary in the course of assigned projects. In these cases, if the consultant team does not hold the desired prequalification, INDOT may provide the services or allow the selected consultant to

identify an additional sub-consultant to perform the work.

Deliverables:	Pigeon Creek Date	Michigan City Date	Plainfield Date	Lebanon Date	Lizton Date
1. Preliminary Field Check	02/01/08	02/01/09	03/01/08	04/01/09	04/01/09
2. Final Right-of- way	02/01/10	02/01/11	07/01/09	10/01/10	08/01/11
3. Final Field Check	05/01/10	07/01/12	09/01/09	11/01/10	12/01/11
4. Ready for Contract	02/01/11	02/01/13	12/01/09	04/01/10	04/01/12

**CENTRAL OFFICE – DIVISION OF LOCAL PROGRAMS, OFFICE OF TRANSIT**

**Item No. 77. Development of Transit Systems Annual Reports**

Type of Work: The development and production of the 2006 and 2007 Annual Reports of Indiana's Public Transit Systems.

Project Description: The consultant will be responsible for preparation of the 2006 and 2007 Indiana Public Transit Annual Reports. This report summarizes key operating and financial characteristics of Indiana's 50+ publicly-assisted transit systems. It provides information to public officials, planners, transit managers, and other interested persons. The data is also used to calculate the distribution of state transit funds.

This annual report provides an overview of the status of Indiana public transit services between January 1st and December 31st. The document provides the reader with a summary of transit service and financial information, a detailed report of system characteristics, a summary of yearly federal and state transportation assistance programs and awards, as well as a glossary of terms as used in this report.

INDOT obtains this information from locally prepared quarterly and annual reports. In all cases, INDOT double-checks the data to insure accuracy.

Contract Type: Cost Plus Fixed Fee

DBE Goal: None

Existing Annual Reports: 1998 through 2004 Annual Reports are available on the INDOT Office of Transit's website at [http://www.in.gov/dot/modetrans/bus/tran\\_5.html](http://www.in.gov/dot/modetrans/bus/tran_5.html). The Annual Report has been completed by a consultant since 1998.

Deliverables:	<u>Due Date</u>
1. 350 printed copies of each year's Annual Report	July of each year
2. 350 CD-ROM's (200 Full and 150 Short versions)	July of each year
3. Copies of computer files used in the data compilation in Excel for Windows format and text files in Word for Windows format.	July of each year

Required Prequalification Categories (Combination of Prime and Sub Consultants):

General Prequalification.

Additional Qualifications:

Public transit system operational and financial expertise;  
Database development and management knowledge;  
Abilities in graphic design and document production.

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**End of INDOT Web Page for Project Notification**