

**DATE: February 28, 2017**

**CLARKSVILLE TOWN COUNCIL AND REDEVELOPMENT  
COMMISSION  
CLARKSVILLE, INDIANA**

**PROFESSIONAL ENGINEERING SERVICES  
REQUEST FOR QUALIFICATIONS (RFQ) FOR CLARK COUNTY BRIDGE NO. 160  
(BROWN'S STATION WAY) DESIGN**

**I. INTRODUCTION**

The Town of Clarksville, Indiana will accept Statements of Qualifications (SOQ) for Professional Engineering Services related to the design, permitting, and preparation of construction documents, and assistance in bidding for the replacement of Clark County Bridge No. 160.

Clark County Bridge No. 160 transports traffic over Brown's Station Way along McCullough Pike. The bridge is owned and maintained by Clark County. However, it serves as a major thoroughfare for The Town of Clarksville transporting vehicles to the residential and commercial areas along the western portions of Lewis and Clark Blvd. Average daily traffic along the bridge and the associated ramps is approximately 14,000 and over 20,000 vehicles pass under the bridge along Brown's Station Way daily.

The current structure was built in 1958 with a major rehabilitation in 1983. The bridge is currently a concrete beam structure with a span of 53 feet 6 inches. McCullough Pike is classified as a Principal Arterial and Brown's Station Way is a Freeway/Expressway. The bridge and the associated ramps function as an interstate intersection due to their configuration. Portions of McCullough Pike and the associated ramps are part of the Jeffersonville-Clarksville Flood Control System.

The replacement project is being undertaken as a joint venture between The Town of Clarksville and Clark County as defined in an existing interlocal agreement signed in 2012. The design's focus is on the bridge itself; however, some efforts will focus on the existing ramps.

The selected consultant has the responsibility to design all facilities to meet current and future needs of the bridge based on current and anticipated traffic counts.

The selected firm will coordinate the work with a working group consisting of representatives from The Town of Clarksville, Clarksville Redevelopment and Clark County. Please direct questions regarding the project or the Request for Qualifications to Mrs. Montgomery at [bamontgomery@townofclarksville.com](mailto:bamontgomery@townofclarksville.com).

A committee made up of representatives from the Town of Clarksville and Clarksville Redevelopment Commission will evaluate SOQ's and rank them based on written materials only. The committee may select an engineer based on written materials only, or may choose to conduct interviews of the two to three highest-ranking firms. Once the evaluation process has been completed, the Town will enter into negotiations with the highest ranked firm. If the parties are unable to negotiate a satisfactory agreement, the second ranked firm will then be contacted. Once a firm has been selected, all unsuccessful firms will be promptly notified.

## **II. REQUIREMENTS**

The chosen firm or their sub-consultants must be pre-qualified by INDOT in the following categories:

- 5.2 Environmental Document Preparation – CE
- 6.1 Topographical Survey Data Collection
- 7.1 Geotechnical Engineering Services
- 8.2 Complex Roadway Design
- 9.2 Level 2 Bridge Design
- 11.1 Right of Way Plan Development
- 12.1 Project Management for Acquisition Services
- 13.1 Construction Inspection

No prospective individual, firm, or group is permitted to contact any members of The Clarksville Town Council or Clarksville Redevelopment Commission, their designated agents or other elected officials. Any inadvertent or scheduled meeting must not contain any discussion of this proposal. Any questions regarding the proposal shall be directed to the Project Coordinator.

All questions must be in writing and submitted no later than March 14<sup>th</sup>, 2017. No questions will be answered or information will be given over the phone or in person to interested individuals. All questions and the associated answers will be sent out as an addendum on March 20, 2017.

Respondents shall comply with all requirements identified in this Request for Qualifications. Noncompliance with all requirements may be grounds for disqualification.

## **III. SCOPE OF SERVICES**

The scope of services to be provided by the Consultant shall include the following:

1. Design of new bridge to replace the current structure.
  - a. The design must include examination of the existing ramps and if needed ramp reconfiguration.
  - b. Inclusion of pedestrian and bicycle access along the structure
2. Environmental investigations and permitting through appropriate authorities
3. Development of an order of construction that minimizes closures along Brown's Station Way.
4. Preparation of construction plans, specifications and contract documents.
5. Assistance during bidding, including facilitating the pre-bid conference, bid evaluation, and make recommendations for award.
6. Assistance in seeking funding for the construction of the project.

## **IV. STATEMENTS OF QUALIFICATIONS**

Statements of Qualifications are limited to 30 pages, not including appendix material, and shall include the following information in the following format:

- COVER LETTER - addressed to Paul Fetter, President, Clarksville Town Council and A.D Stonecipher, President Clarksville Redevelopment Commission (not included in the page count).
- TABLE OF CONTENTS - including page numbering.
- EXECUTIVE SUMMARY
- EXPERIENCE – Must include any work previously completed for the Town of Clarksville, Clark County, and INDOT. Examples of at least three (3) similar type of bridge projects undertaken within the past five (5) years must be included. Similar

projects include interstate bridge rehabilitation or replacement or bridge projects carrying over 10,000 ADT with on and off ramps. All other experience must be similar in scope to this project.

- PROJECT TEAM AND QUALIFICATIONS - include an organization chart with proposed roles, relevant experience, education, and other qualifications. Include local presence, the name and location of the Project Manager and key personnel that will be assigned to the project on a daily basis. Information regarding any sub-consultants should be included here.
- PROJECT UNDERSTANDING - brief description of firms' degree of familiarity with the project and its impacts and benefits to the Town and the County.
- DBE PARTICIPATION – provide proof of the required DBE participation of 3%.
- REFERENCES - include for similar projects only, phone number, address, contact name.
- APPENDIX - a brief profile of the firm, resumes for proposed project personnel, and other information which is pertinent to this project.. Inclusion of extraneous material is discouraged, and such material will not be considered. (Appendix material is not included in the page count).

Ten (10) bound copies and one (1) digital copy of the Statement of Qualifications shall be submitted.

**V. Submission Date**

All RFQ's are due by 2:00pm on Tuesday, March 28, 2017. They must be submitted in a sealed package to the Clarksville Town Council Offices, located at 2000 Broadway, Suite 136, Clarksville, IN 47129

**VI. RATING OF QUALIFICATIONS**

Responses will be rated in accordance with the following criteria with total maximum points of **100**:

***Experience (45 points)***

Experience with the Town of Clarksville and Clark County (10 points)

Similar projects completed by firm (25 points)

Similar projects completed by Project Manager with firm (10 points)

***Project Team (30 points)***

Experience of Project Manager (10 points)

Experience of proposed team members including any sub-consultants (10 points)

Location of Primary Staff Members (10 points)

Ten (10) points will be awarded if within the KIPDA MPO region, five (5) points if within the State of Indiana, zero (0) points if outside of both the KIPDA region and State of Indiana

***Project Understanding & Approach (25 points)***

The Town of Clarksville and Clark County reserve the right to reject any and all responses, to waive any technicalities, and to negotiate with the respondent of its choosing. The Town will not be responsible or liable for any cost incurred by Consultants in replying to this RFQ. Minority and/or Women Owned firms are encouraged.