



## Solicitation Scope Of Service - DETAILS REPORT

<b>Transportation Region/Bureau :</b>	North Central Region	<b>Solicitation ID :</b>	NC-01
<b>Solicitation Month and Year :</b>	May 2020	<b>Solicitation Type (Roster/Open) :</b>	Roster
<b>Anticipated Construction Cost :</b>	\$4,000,000-\$4,999,999	<b>NOI Due Date :</b>	05/20/2020
<b>Anticipated Project Start Date :</b>	08/01/2020	<b>Anticipated Project Completion Date :</b>	11/01/2022

### Project ID(s)

Project ID	Project Name	Route	County
1600-02-00	WITTENBERG - ANTIGO	USH 045N	58 - Shawano County

**Project Purpose and Need :** USH 45 is proposed to be resurfaced due to the pavement showing signs of deterioration.

**Project Description :** This perpetuation project will mill and resurface approximately 15.33 miles of USH 45 from STH 29 to the Langlade County line in Shawano County. Four culverts are scheduled to be replaced, as well as several areas of curb and gutter in Wittenberg. The intersection with CTH N will be addressed by widening the pavement and adding pavement markings. Replace culverts: 58045005889, 58045005909, 58045007425; replace or line culverts: 58045005885, 58045005904, 58045005914, 58045005921.

### Schedule for Deliverables

Schedule Item	Due Date
30% plans	02/01/2021 12:00 AM
60% plans	01/01/2022 12:00 AM
Design Study Report	01/01/2022 12:00 AM
Draft PS&E	05/01/2023 12:00 AM
Environmental report (CEC)	02/01/2021 12:00 AM
Field Survey, as needed	
Preliminary and Final Roadway Designs	
Trans 220 coordination	05/01/2023 12:00 AM
Utility and topographic surveys, as needed	
PS&E package	08/01/2023 12:00 AM
Right-of-way (R/W) Plats and Transportation Project Plats	02/01/2022 12:00 AM
Civil 3D DWG files	
Traffic Management Plan	

### Department Provides

Items
As built plans
Feedback and performance monitoring

### Consultant Requirements ( Listed in approximate order of importance) :

Consultants Requirements
Experience completing the PS&E process as described in WisDOT FDM.
Experience with the public involvement process



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Experience with Trans 220 utility coordination process
Knowledge and experience with the environmental documentation and agency coordination required
Ability to perform field survey
Ability to work with public and local officials
Capacity to accomplish the work within the required timeframe/schedule
Efficient computer skills for programs used by the Department (Excel, Word, Atwood Systems, etc.)
Experience with agency coordination, including railroads
Good organizational and communication skills.

### Special Skills/Certification License ( Listed in approximate order of importance ) :

<b>Special Skills Certification License</b>
Professional Engineer

### Basis of Payment Notification

<b>The Basis of Payment will be one or more of the following:</b>
Lump Sum
Specific Rate
Cost Per Unit
Actual Cost Plus Fixed Fee

Advertised Fixed Fee % : 7.25

### Fixed Fee Notification

<b>Fixed Fee Notification</b>
The fixed fee for this contract will apply an indirect cost factor of 150% to the consultant's estimated direct labor, regardless of the consultant's actual indirect rate.

### Basis of Payment Notification

<b>Basis of Payment Notification</b>
The contract price will be based on the selected consultant's actual costs plus fixed fee. Actual costs will be defined as those costs allowable under the cost principles in Part 31 of Federal Acquisition Regulation (FAR).
Consultant costs including indirect cost rates and cost accounting system will be subject to audit. Consultant firms that are unable to account for costs consistent with requirements of the FAR are not eligible to contract. Consultants selected will be required to either submit or have on file with WisDOT a Consultant Financial Report prior to contract execution. Information on the report may be found at <a href="http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fncf-rpt.aspx">http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fncf-rpt.aspx</a> .

DBE goal on project : No

DBE goal : DBE goal in \$ 0.00

### Disadvantaged Business Enterprise ( DBE ) Subcontracting goal on this solicitation will be

Project	DBE Goal in \$/%
No records to display	

Notification pertaining to DBE goals : N/A

Special Instructions : Do not include any information that meets the definition of "trade secret" as that term is defined in s. 134.90(1)(c), Wis. Stats.



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**Interview :** Interviews will not be conducted

**Interview Information :**

**Interview Date :**

**Interview Place :**

Name	Email
No records to display	

**Other Information :** In addition to completing the Consultant Notice of Interest, you may attach an answer to the following question to your NOI submission: "Can your firm offer any efficiencies to the delivery of this project?" If applicable, answer the above question in 500 words or less, and attach your answer as a word or pdf document to your submission. Your answer should be attached to NOI submission and may be different for each NOI you submit.



## Solicitation Scope Of Service - DETAILS REPORT

<b>Transportation Region/Bureau :</b>	Northeast Region	<b>Solicitation ID :</b>	NE-01
<b>Solicitation Month and Year :</b>	May 2020	<b>Solicitation Type (Roster/Open) :</b>	Roster
<b>Anticipated Construction Cost :</b>	\$4,000,000-\$4,999,999	<b>NOI Due Date :</b>	05/20/2020
<b>Anticipated Project Start Date :</b>	09/01/2020	<b>Anticipated Project Completion Date :</b>	08/01/2025

### Project ID(s)

Project ID	Project Name	Route	County
4110-33-00	MAIN STREET, CITY OF OSHKOSH	USH 045N	70 - Winnebago County

**Project Purpose and Need :** The US 45/Main Street bridge bascule span over the Fox River in the City of Oshkosh is in need of rehabilitation.

**Project Description :** The 0.12-mile span of B-70-56 will have deck grates replaced. Additional investigation is needed to determine if hydraulic rams and stringers need to be replaced. Consistent with FDM 8-1-1.2 the project is divided into two stages: 1) bascule bridge inspection, environmental document and preliminary engineering and 2) final design. Upon selection WisDOT will negotiate the first stage contract with the consultant. WisDOT may choose to negotiate the second stage contract with the selected consultant, or a new solicitation for final design may be advertised. Weighing FDM 8-5-25.1 vs. the uniqueness of bascule bridge design and construction, WisDOT will permit the selected firm to be eligible to pursue construction engineering services for this project without the conditions noted in 8-5-25.1.

### Schedule for Deliverables

Schedule Item	Due Date
DT 1077 utility notification	10/01/2020 12:00 AM
Bridge Field Review	11/01/2020 12:00 AM
Public Involvement Plan	12/01/2020 12:00 AM
30% plans	09/01/2021 12:00 AM
30% structure plans	09/01/2021 12:00 AM
Hydraulic analysis, including scour analysis	10/01/2021 12:00 AM
Hydrology and Hydraulic Reports	10/01/2021 12:00 AM
Phase 1 hazardous materials investigation	10/01/2021 12:00 AM
Environmental report (CEC)	01/15/2022 12:00 AM
Survey – Bridge and Roadway (Topo and Utility)	04/01/2022 12:00 AM
60% structure plans	12/01/2022 12:00 AM
60% plans	12/01/2022 12:00 AM
Design Study Report	01/02/2023 12:00 AM
DT1078 utility submittal	05/01/2023 12:00 AM
Complex structure analysis computations	01/01/2025 12:00 AM
Bridge load ratings	01/01/2025 12:00 AM
Traffic Management Plan (TMP)	03/15/2025 12:00 AM
Draft PS&E	03/15/2025 12:00 AM
Final Structure Plans	03/15/2025 12:00 AM
90% Plans	03/15/2025 12:00 AM



## Solicitation Scope Of Service - DETAILS REPORT

Review meetings (30%, 60% and draft PS&E)	03/15/2025 12:00 AM
DNR Coordination	04/01/2025 12:00 AM
PS&E package	08/01/2025 12:00 AM

### Department Provides

Items
Bridge inspection reports
Bridge as-built plans
Traffic data, counts, projections
Existing Right of Way Plats
Utility contacts and task list
survey control

### Consultant Requirements ( Listed in approximate order of importance) :

Consultants Requirements
Experience with bridge design on similar type structures
Availability of qualified staff and equipment.
Comprehensive knowledge of structural bridge design
Experience with Bridge Inspection and Bridge Management information.
Comprehensive working knowledge of the Wisconsin Bridge Manual, Wisconsin Standard Specifications and the Facilities Development Manual (FDM)
Working knowledge of the AASHTO LRFD Bridge Design Specifications and the ability to design structures using the LRFD specification.
Extensive experience in hydrologic analysis, hydraulic modeling and analysis; including Hydraulic modeling software (such as HEC-RAS, HEC-2, WSPRO, HY8)
Qualified firms will possess skills and extensive experience in non-destructive evaluation and testing along with structure inspection, structural design, bridge rehabilitation and bridge maintenance.
Experience with complex structural design and rating
Experience with Civil3D, required design software for all project design activities
Ability to work with the public and local agencies.
Ability to work with DOT and Contractor staff.
Knowledge and experience with the environmental documentation and agency coordination required
Experience in preparing the SSR / TMP / DSR / Environmental documents and other required design documents.
Have worked on WisDOT Projects in last 5 years

### Special Skills/Certification License ( Listed in approximate order of importance) :

Special Skills Certification License
Professional Engineer
Structural Engineer

### Basis of Payment Notification

The Basis of Payment will be one or more of the following:
Lump Sum
Specific Rate



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Cost Per Unit
Actual Cost Plus Fixed Fee

Advertised Fixed Fee % : 7.50

### Fixed Fee Notification

<b>Fixed Fee Notification</b>
The fixed fee for this contract will apply an indirect cost factor of 150% to the consultant's estimated direct labor, regardless of the consultant's actual indirect rate.

### Basis of Payment Notification

<b>Basis of Payment Notification</b>
Consultant costs including indirect cost rates and cost accounting system will be subject to audit. Consultant firms that are unable to account for costs consistent with requirements of the FAR are not eligible to contract. Consultants selected will be required to either submit or have on file with WisDOT a Consultant Financial Report prior to contract execution. Information on the report may be found at <a href="http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fnci-rpt.aspx">http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fnci-rpt.aspx</a> .
The contract price will be based on the selected consultant's actual costs plus fixed fee. Actual costs will be defined as those costs allowable under the cost principles in Part 31 of Federal Acquisition Regulation (FAR).

DBE goal on project : No  
 DBE goal : DBE goal in \$ 0.00

### Disadvantaged Business Enterprise ( DBE ) Subcontracting goal on this solicitation will be

Project	DBE Goal in \$/%
No records to display	

Notification pertaining to DBE goals : N/A

Special Instructions : Do not include any information that meets the definition of "trade secret" as that term is defined in s.134.90(1)(c), Wis. Stats.

Interview : Interviews will not be conducted

Interview Information :

Interview Date :

Interview Place :

Name	Email
No records to display	

Other Information : In addition to completing the Consultant Notice of Interest, you may attach an answer to the following question to your NOI submission: "Can your firm offer any efficiencies to the delivery of this project?" If applicable, answer the above questions in 500 words or less, and attach your answer as a Word or pdf document to your submission. Your answer should be attached to the NOI submission and may be different for each NOI you submit. WisDOT is interested in any ideas to create efficiencies in the delivery of projects.



## Solicitation Scope Of Service - DETAILS REPORT

<b>Transportation Region/Bureau :</b>	Northwest Region	<b>Solicitation ID :</b>	NW-01
<b>Solicitation Month and Year :</b>	May 2020	<b>Solicitation Type (Roster/Open) :</b>	Roster
<b>Anticipated Construction Cost :</b>	\$3,000,000-\$3,999,999	<b>NOI Due Date :</b>	05/20/2020
<b>Anticipated Project Start Date :</b>	08/01/2020	<b>Anticipated Project Completion Date :</b>	12/31/2025

### Project ID(s)

Project ID	Project Name	Route	County
8190-01-02	CORNELL - GILMAN	STH 064E	09 - Chippewa County

**Project Purpose and Need :** The primary need for the project is to address the deteriorating pavement structure. Secondary needs are to enhance gravel shouldering, adjust beam guard, and replace or repair declining drainage culverts.

**Project Description :** This perpetuation project is a Resurface Cold In-Place Recycling (CIR) with a HMA Overlay. Other work includes gravel shouldering, adjusting beam guard, relaying culverts, culvert cleaning, roadside clearing, pavement marking, and restoration. Construct under traffic utilizing single-lane flagging operations. The limits are from STH 27 N to CTH H with 9.15 miles associated with the project.

### Schedule for Deliverables

Schedule Item	Due Date
Complete Project Survey	05/01/2021 12:00 AM
PIP (Public Involvement Plan)	07/01/2021 12:00 AM
30% PS&E Documents (plans, estimate)	04/01/2022 12:00 AM
Environmental Document (approved)	07/01/2022 12:00 AM
60% PS&E Documents (plans, SPVs, est., env., dsr, tmp)	09/01/2022 12:00 AM
DSR (approved)	11/01/2022 12:00 AM
404 Permit (approved)	05/01/2024 12:00 AM
90% PS&E Documents	06/01/2024 12:00 AM
1078's approved	06/01/2024 12:00 AM
PS&E	08/01/2024 12:00 AM

### Department Provides

Items
Overall Project Management
Pavement Design
As-Builts
Project Scoping Documents
Photolog

### Consultant Requirements ( Listed in approximate order of importance) :

Consultants Requirements
Capacity to accomplish the work in the required timeframe.
Familiarity and experience working with the county officials and local municipalities in Chippewa County



## Solicitation Scope Of Service - DETAILS REPORT

Knowledge and experience in highway design including culvert pipe design, guardrail design, erosion control plans and intersection design.
Knowledge and experience in coordinating Government agencies such as USACE, DNR, US Coast Guard, and US Fish and Wildlife.
Experience in developing WisDOT roadway plans.
Familiarity in Trans 220 and experience in utility coordination.
Experience in developing Work Zone TMP.
Familiarity with WisDOT FDM and PS&E Process.
Project management skills.

### Special Skills/Certification License ( Listed in approximate order of importance) :

<b>Special Skills Certification License</b>
None

### Basis of Payment Notification

<b>The Basis of Payment will be one or more of the following:</b>
Lump Sum
Specific Rate
Cost Per Unit
Actual Cost Plus Fixed Fee

Advertised Fixed Fee % : 7.25

### Fixed Fee Notification

<b>Fixed Fee Notification</b>
The fixed fee for this contract will apply an indirect cost factor of 150% to the consultant's estimated direct labor, regardless of the consultant's actual indirect rate.

### Basis of Payment Notification

<b>Basis of Payment Notification</b>
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DBE goal on project : No  
 DBE goal : DBE goal in \$ 0.00

### Disadvantaged Business Enterprise ( DBE ) Subcontracting goal on this solicitation will be

Project	DBE Goal in \$/%
No records to display	

Notification pertaining to DBE goals : N/A  
 Special Instructions : Do not include any information that meets the definition of "trade secret" as that term is defined in s. 134.90(1)(c), Wis. Stats.  
 Interview : Interviews will not be conducted



## Solicitation Scope Of Service - DETAILS REPORT

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**Interview Information :****Interview Date :****Interview Place :**

Name	Email
No records to display	

**Other Information :**

In addition to completing the Consultant Notice of Interest, you may attach an answer to the following question to your NOI submission: "Can your firm offer any efficiencies to the delivery of this project?" If applicable, answer the above question in 500 words or less, and attach your answer as a word or pdf document to your submission. Your answer should be attached to NOI submission and may be different for each NOI you submit.



## Solicitation Scope Of Service - DETAILS REPORT

<b>Transportation Region/Bureau :</b>	Northwest Region	<b>Solicitation ID :</b>	NW-02
<b>Solicitation Month and Year :</b>	May 2020	<b>Solicitation Type (Roster/Open) :</b>	Roster
<b>Anticipated Construction Cost :</b>	\$5,000,000-\$5,999,999	<b>NOI Due Date :</b>	05/20/2020
<b>Anticipated Project Start Date :</b>	08/01/2020	<b>Anticipated Project Completion Date :</b>	12/02/2024

### Project ID(s)

Project ID	Project Name	Route	County
8160-00-05	C WASHBURN, BAYFIELD STREET	STH 013N	04 - Bayfield County

**Project Purpose and Need :** The primary need for the project is to replace the pavement surface. Secondary needs are to replace city sanitary and water main, curb & gutter, storm sewer, sidewalks, culverts, and lighting.

**Project Description :** This rehabilitation project is for replacing pavement on STH 13 (Bayfield St.) in the City of Washburn with 8" PCC concrete. City sanitary sewer and water main will be replaced including all services to adjacent properties (designed by others). Also included is replacement of curb & gutter, storm sewer systems, sidewalks, culverts, lighting, pavement markings, intersection pavement marking modification, pedestrian curb bump-outs, moving signs, and curb ramp upgrades. Most of the work will be completed under full roadway closure with small vehicle traffic detoured on adjacent city streets. Large truck traffic will be detoured for the duration of the project on a designated truck detour route. Real estate will be required along locations where sidewalk will be replaced and for City utility work. This project is 1.1 miles in the City of Washburn, Thompson Creek to Washington Ave.

### Schedule for Deliverables

Schedule Item	Due Date
Public Involvement Plan	09/01/2020 12:00 AM
30% plans	02/01/2021 12:00 AM
Intersection pedestrian accommodation design as needed	03/01/2021 12:00 AM
Preliminary Right of Way Needs	03/01/2021 12:00 AM
Public outreach	05/15/2021 12:00 AM
Public Informational Meeting assistance	05/15/2021 12:00 AM
Community and Business Stakeholder Outreach	05/15/2021 12:00 AM
Intersection lighting and lighting design	10/01/2021 12:00 AM
Environmental Document(s) (including factor sheets)	10/01/2021 12:00 AM
Preliminary TPP submittal	11/01/2021 12:00 AM
Field Survey, as needed	11/15/2021 12:00 AM
Final Environmental Document	02/01/2022 12:00 AM
60% plans	03/01/2022 12:00 AM
Exception to standards, as needed	04/01/2022 12:00 AM
Design Study Report	05/01/2022 12:00 AM
Right-of-way (R/W) Plats and Transportation Project Plats	05/02/2022 12:00 AM
Utility coordination including 1078 plan submittals	06/01/2022 12:00 AM
DT1078 utility submittal	07/01/2022 12:00 AM
Traffic Management Plan	02/17/2023 12:00 AM
Drainage Design Report	03/01/2023 12:00 AM



## Solicitation Scope Of Service - DETAILS REPORT

90% Plans	04/01/2023 12:00 AM
Draft PS&E	05/01/2023 12:00 AM
Final DNR/401 water quality certification	05/15/2023 12:00 AM
404 wetland permit	05/15/2023 12:00 AM
Plans, specifications, and estimates (PS&E) review	06/01/2023 12:00 AM
PS&E package	08/01/2023 12:00 AM

### Department Provides

Items
As built plans
Traffic data, counts, projections
Soils/geotechnical investigation
Base mapping
Conceptual Design Layouts
Aerial Mapping and survey
Project Location map
Access to project related documents/plans
Pavement design
Existing Right of Way Plats
Crash rate data
Concept Definition Report
Wetland Delineation
Utility contacts and task list
Existing City sanitary sewer and water main plans
Initial DNR request for comments
Species field survey
Survey Civil 3D drawings, Storm and Sanitary Inventory Sheets

### Consultant Requirements ( Listed in approximate order of importance) :

Consultants Requirements
Experience with similar design work on a condensed schedule.
Capacity to accomplish the work within the required timeframe/schedule
Familiarity with design criteria – both with WisDOT’s Facilities Development Manual and the AASHTO Roadside Design Guide – for rural and urban roadways.
Knowledge, understanding and experience with design criteria for Americans with Disabilities Act (ADA).
Ability to arrange and conduct bi-weekly online and phone-based meetings with WisDOT, consultants, Municipalities, relevant project related staff, local officials and agencies throughout design.
Knowledge and experience with the environmental documentation and agency coordination required
Full knowledge and experience in Civil 3D software including surface modeling, drainage , plat development and ADA curb ramp design as portrayed on the WisDOT Civil 3D Knowledge Base.
Experience in preparing the Section 106/ 4F / Environmental documents/ TMP / DSR and other required design documents.
Experience with public involvement process, local official coordination and agencies coordination process
Experience with the public involvement process, urban stakeholders and business coordination.



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Knowledge, understanding and experience with WisDOT FDM and State Statutes about Transportation Project Plat process, development, submittals, and regulations
Detailed knowledge and understanding of storm water engineering principles and practices specific to the WisDOT highway environment.
Understanding and knowledge of the WisDOT/WDNR Cooperative Agreement.
Detailed knowledge and understanding of erosion & sediment control principles and practices specific to the WisDOT highway environment.
A thorough working knowledge of WisDOT's project delivery process.
Experience completing the PS&E process as described in WisDOT FDM.
Ability to coordinate and work with WisDOT design staff, technical staff and other consultants
Familiarity with WisDOT design criteria and Standard Specifications for Highway and Structure Construction
Experience with Trans 220 utility coordination process
Experience with traffic control staging, design coordination and Traffic Management Plan development.

### Special Skills/Certification License ( Listed in approximate order of importance) :

<b>Special Skills Certification License</b>
Professional Engineer
Professional Land Surveyor credentialed in Wisconsin

### Basis of Payment Notification

<b>The Basis of Payment will be one or more of the following:</b>
Lump Sum
Specific Rate
Cost Per Unit
Actual Cost Plus Fixed Fee

**Advertised Fixed Fee % :** 7.50

### Fixed Fee Notification

<b>Fixed Fee Notification</b>
The fixed fee for this contract will apply an indirect cost factor of 150% to the consultant's estimated direct labor, regardless of the consultant's actual indirect rate.

### Basis of Payment Notification

<b>Basis of Payment Notification</b>
The contract price will be based on the selected consultant's actual costs plus fixed fee. Actual costs will be defined as those costs allowable under the cost principles in Part 31 of Federal Acquisition Regulation (FAR).
Consultant costs including indirect cost rates and cost accounting system will be subject to audit. Consultant firms that are unable to account for costs consistent with requirements of the FAR are not eligible to contract. Consultants selected will be required to either submit or have on file with WisDOT a Consultant Financial Report prior to contract execution. Information on the report may be found at <a href="http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fncl-rpt.aspx">http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fncl-rpt.aspx</a> .

**DBE goal on project :** No

**DBE goal :** DBE goal in \$ 0.00

### Disadvantaged Business Enterprise ( DBE ) Subcontracting goal on this solicitation will be

Project	DBE Goal in \$/%
No records to display	



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**Notification pertaining to DBE goals :** N/A

**Special Instructions :** Do not include any information that meets the definition of "trade secret" as that term is defined in s. 134.90(1)(c), Wis. Stats.

**Interview :** Interviews will not be conducted

**Interview Information :**

**Interview Date :**

**Interview Place :**

Name	Email
No records to display	

**Other Information :** In addition to completing the Consultant Notice of Interest, you may attach an answer to the following question to your NOI submission: "Can your firm offer any efficiencies to the delivery of this project?" If applicable, answer the above question in 500 words or less, and attach your answer as a word or pdf document to your submission. Your answer should be attached to NOI submission and may be different for each NOI you submit.



## Solicitation Scope Of Service - DETAILS REPORT

<b>Transportation Region/Bureau :</b>	Northwest Region	<b>Solicitation ID :</b>	NW-03
<b>Solicitation Month and Year :</b>	May 2020	<b>Solicitation Type (Roster/Open) :</b>	Roster
<b>Anticipated Construction Cost :</b>	N/A	<b>NOI Due Date :</b>	05/20/2020
<b>Anticipated Project Start Date :</b>	06/15/2020	<b>Anticipated Project Completion Date :</b>	06/14/2021

### Project ID(s)

Project ID	Project Name	Route	County
1000-18-55	NW REGION, UTILITY COORDINATION	VAR HWY	85 - Northwest Region Wide

**Project Purpose and Need :** The Northwest Region requires assistance with utility coordination and utility permitting to assist with meeting project deadlines.

**Project Description :** Provide one part-time to full-time utility coordinator (ideally two years of utility coordination experience) to work 32-40 hours per week out of the Eau Claire State Office Building. Duties include: reviewing plans for utility conflicts, and working with utilities to clear the right of way for projects.

### Schedule for Deliverables

Schedule Item	Due Date
Trans 220 coordination	
Plans, specifications, and estimates (PS&E) review	
Documents and submittals accordances with the WisDOT FDM	
DT 1077 utility notification	
Utility coordination including 1078 plan submittals	
Appearances at pre-project meetings	
Coordinate, review and approve utility work plans	
Ensure utility permits comply with HMM Chp. 9	
Process utility permit applications	
Determine what utilities exist within the project limits.	
Determine specific Trans 220 applicability and timeframe.	
Enter all assigned projects into TUMS statewide database	
Attend design review meetings and comment on utility issues.	
Coordinate, review, and approve utility work plans.	
Prepare and attend utility coordination meetings.	
Ensure that appropriate special provisions are written.	
Follow up with the utilities on status prior to construction	
Attend construction field review/progress meetings.	
Research real estate title reports for utility land rights.	
Create an estimate of eligible reimbursable costs.	

### Department Provides



## Solicitation Scope Of Service - DETAILS REPORT

Items
Overall project management.
Access to WisDOT project files for assigned projects.
Computer.

### Consultant Requirements ( Listed in approximate order of importance) :

Consultants Requirements
Knowledge and experience with utility coordination necessary for all types of highway improvement projects.
Knowledge of WisDOT FDM design standards and WI Standards for Highway and Structure Construction.
Experience in developing utility special provisions.
Conflict resolution and negotiation skills.

### Special Skills/Certification License ( Listed in approximate order of importance) :

Special Skills Certification License
Considerable knowledge of laws and administrative rules regarding utility facilities on highway right of ways, such as Chapter Trans. 200, Wisconsin Administrative Code.
Considerable knowledge of terminology, methods, and techniques used in the design and construction of highway improvement projects.
Considerable knowledge of Chapter 18 of the Facilities Development Manual, relating to utility coordination.
Considerable knowledge of the WisDOT guide to Utility Coordination
Considerable knowledge of the "Utility Accommodation Policy."
Considerable knowledge of laws that require contractors/excavator to notify all facility owners of their intent to dig, per Wisconsin Statue 182.0175.
Working knowledge of DTSD's design and construction policies.
Ability to read and interpret highway improvement plans and right of way plats.
Ability to write and interpret legal descriptions of real estate.
Ability to review and interpret title reports and determines if they contain valid utility easements.
Problem solving, decision-making, and negotiating skills to resolve conflicts between utility company interests and highway interests during the design and construction stages of a highway improvement
Ability to communicate effectively, and to establish and maintain effective working relationships with personnel from the Region, other DOT Regions, utility companies, municipalities, Central Office.
Considerable knowledge of various software programs, e.g., Outlook, Word, Excel, Access, G.I.S., PowerPoint, TUMS.
Considerable knowledge in the costs associated with utility relocation/alterations.
Ability to function as a productive member of the utility unit team, and an Ad Hoc member of the design team for the projects assigned.
Considerable interpersonal relationship skills.
Considerable business writing skills.
Ability to multi-task.
Good follow up and follow through skills.
Time management and workload prioritization skills.

### Basis of Payment Notification

The Basis of Payment will be one or more of the following:
Lump Sum
Specific Rate
Cost Per Unit



## Solicitation Scope Of Service - DETAILS REPORT

Actual Cost Plus Fixed Fee

Advertised Fixed Fee % : 6.50

### Fixed Fee Notification

#### Fixed Fee Notification

The fixed fee for this contract will apply an indirect cost factor of 150% to the consultant's estimated direct labor, regardless of the consultant's actual indirect rate.

### Basis of Payment Notification

#### Basis of Payment Notification

The contract price will be based on the selected consultant's actual costs plus fixed fee. Actual costs will be defined as those costs allowable under the cost principles in Part 31 of Federal Acquisition Regulation (FAR).

Consultant costs including indirect cost rates and cost accounting system will be subject to audit. Consultant firms that are unable to account for costs consistent with requirements of the FAR are not eligible to contract. Consultants selected will be required to either submit or have on file with WisDOT a Consultant Financial Report prior to contract execution. Information on the report may be found at <http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fnci-rpt.aspx>.

The will be a redistribution contract with invoices allocating actual costs to individual WisDOT project IDs.

DBE goal on project : No

DBE goal : DBE goal in \$ 0.00

### Disadvantaged Business Enterprise ( DBE ) Subcontracting goal on this solicitation will be

Project	DBE Goal in \$/%
No records to display	

Notification pertaining to DBE goals : N/A

Special Instructions : The department will negotiate 1 one-year contract with the option for 2 one-year renewals. Do not include any information that meets the definition of "trade secret" as that term is defined in s. 134.90(1)(c), Wis. Stats.

Interview : Interviews will not be conducted

Interview Information :

Interview Date :

Interview Place :

Name	Email
No records to display	

Other Information : In addition to completing the Consultant Notice of Interest, you may attach an answer to the following question to your NOI submission: "Can your firm offer any efficiencies to the delivery of this project?" If applicable, answer the above question in 500 words or less, and attach your answer as a word or pdf document to your submission. Your answer should be attached to NOI submission.



## Solicitation Scope Of Service - DETAILS REPORT

<b>Transportation Region/Bureau :</b>	Southeast Region	<b>Solicitation ID :</b>	SE-01
<b>Solicitation Month and Year :</b>	May 2020	<b>Solicitation Type (Roster/Open) :</b>	Roster
<b>Anticipated Construction Cost :</b>	N/A	<b>NOI Due Date :</b>	05/20/2020
<b>Anticipated Project Start Date :</b>	07/01/2020	<b>Anticipated Project Completion Date :</b>	06/30/2021

### Project ID(s)

Project ID	Project Name	Route	County
1000-00-72	HIGHWAY DESIGN	VAR HWY	82 - Southeast Region Wide

**Project Purpose and Need :** The Southeast Region requires an additional resource to complete project planning and scoping.

**Project Description :** Provide one full-time project manager (ideally 12-20 years design experience) to help manage the scoping of projects, 40 hours per week at WisDOT's Southeast Region Office.

### Schedule for Deliverables

Schedule Item	Due Date
Environmental documentation	
Crash vetting and Safety Certification documentation	
Final Scoping Certification documentation	
Public Information Meetings and individual meetings	
Utilities coordination	
Construction staging/traffic control design	
Agency coordination	

### Department Provides

Items
Access to DOT files
Office space at Southeast Region Barstow Office in Waukesha
Work area, chair, desk, computer, phone, email, and server
Related manuals and guidance documents
Technical and advisory groups

### Consultant Requirements ( Listed in approximate order of importance) :

Consultants Requirements
Knowledge of WisDOT FDM design standards and WI Standards for Highway and Structure Construction
Knowledge and experience with WisDOT project development process and construction
Skills, experience, and knowledge of public involvement process
Knowledge and experience with the NEPA environmental documentation process
Experience with traffic control staging design, coordination, and construction
Knowledge and experience in intersection design



## Solicitation Scope Of Service - DETAILS REPORT

Experience completing the PS&E process as described in the WisDOT FDM and C&M Manual

### Special Skills/Certification License ( Listed in approximate order of importance ) :

#### Special Skills Certification License

Work directly alongside Department CE-Seniors  
 Interpersonal communication skills  
 Effective written and oral communication skills  
 Ability to work in multi-disciplinary team environment  
 Ability to work with the media, legislators, local officials and the public  
 Conflict resolution and negotiation skills  
 Problem solving techniques  
 Proficient computer skills for programs used by WisDOT  
 Knowledge of practical design and asset management principles  
 Follow all safety rules and safe work practices established by the Department  
 Valid Professional Engineer License in the State of Wisconsin

### Basis of Payment Notification

#### The Basis of Payment will be one or more of the following:

Lump Sum  
 Specific Rate  
 Cost Per Unit  
 Actual Cost Plus Fixed Fee

Advertised Fixed Fee % : 6.25

### Fixed Fee Notification

#### Fixed Fee Notification

The fixed fee for this contract will apply an indirect cost factor of 150% to the consultant's estimated direct labor, regardless of the consultant's actual indirect rate.

### Basis of Payment Notification

#### Basis of Payment Notification

The contract price will be based on the selected consultant's actual costs plus fixed fee. Actual costs will be defined as those costs allowable under the cost principles in Part 31 of Federal Acquisition Regulation (FAR).  
 Consultant costs including indirect cost rates and cost accounting system will be subject to audit. Consultant firms that are unable to account for costs consistent with requirements of the FAR are not eligible to contract. Consultants selected will be required to either submit or have on file with WisDOT a Consultant Financial Report prior to contract execution. Information on the report may be found at <http://wisconsindot.gov/Pages/doing-bus/eng-consultants/cnslt-rgistr/fncl-rpt.aspx>.  
 Selected consultants will be required to apply field rate accounting consistent with FDM 8-10-20. If the selected consultant does not currently have field office accounting in place, the consultant will have the option of negotiating a field office rate that will act as an indirect cost ceiling for the contract in lieu of implementing field office accounting.

DBE goal on project : No  
 DBE goal : DBE goal in \$ 0.00

### Disadvantaged Business Enterprise ( DBE ) Subcontracting goal on this solicitation will be

Project	DBE Goal in \$/%
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## Solicitation Scope Of Service - DETAILS REPORT

No records to display

**Notification pertaining to DBE goals :** N/A

**Special Instructions :** The Department will negotiate 1 one-year contract with the option for 2 one-year renewals. See additional statement regarding conflict of interest in Other Information below. Do not include any information that meets the definition of "trade secret" as that term is defined in s. 134.90(1)(c), Wis. Stats.

**Interview :** Interviews will not be conducted

**Interview Information :**

**Interview Date :**

**Interview Place :**

Name	Email
No records to display	

**Other Information :** The selected consultant's tasks could include developing/reviewing detailed hour and costs estimates for projects in the Southeast Region 3R program (not Backbone or Southeast Freeways). Consistent with FDM 8-5-3.3 (Conflict of Interest Relating to WisDOT's Use of Consultants), the selected consultant firm will be prohibited from competing (as prime or subconsultant) for any Southeast Region 3R program design projects scoped during the duration of the contract(s). Competing for Southeast Region 3R program structural inspection or construction inspection projects is still allowed. In addition to completing the Consultant Notice of Interest, you may attach an answer to the following question to your NOI submission: "Can your firm offer any efficiencies to the delivery of this project?" If applicable, answer the above question in 500 words or less, and attach your answer as a word or pdf document to your submission. Your answer should be attached to NOI submission and may be different for each NOI you submit.