

THIS SOLICITATION IS BEING EXTENDED TO ALL INTERESTED PARTIES

Legal Notice

CSO Solicitation No. 2446

Request for Letter of Interest

**Inspection of Surface and Below Water Components
of Statewide Structures**

The Connecticut Department of Transportation

The Connecticut Department of Transportation (Department) is seeking to engage two (2) consultant engineering firms, qualified in the field of underwater bridge inspection, to perform safety inspections on bridges over waterways in accordance with the standards prescribed by the American Association of State Highway and Transportation Officials (AASHTO), the National Bridge Inspection Standards (NBIS) and the Department's Bridge Inspection Manual. Additionally, the selected firms may be required to provide engineering related services to assist the Bridge Safety and Evaluation Section. This assignment requires specialized expertise by divers to inspect town and state bridges over waterways where there is limited headroom, increased depth of water or confined space. This assignment is considered a high complexity for volume consideration.

The value of each contract is estimated to be \$4,000,000 and will be established for a four (4) year term, with the option to extend up to five (5) years. The actual contract fees will vary, based on the total number of assignments given to each firm depending on the Department's needs. Statewide, approximately 830 underwater or combined above/below water inspections of bridges carrying state and local roadways will be required in the next four years. It is anticipated that structures which require an inspection once every two years will be inspected at least twice under this assignment. Other structures, which only require an inspection once every four years, will be inspected at least once.

Tasks to be performed under this assignment may include, but not be limited to: Bridge Inspections (routine and emergency) that may include Investigations and Developing of Work Scopes, Structural Load Carrying Capacity Calculations, Quality Assurance Inspections of Highway Bridges inspected by others, Development and/or updating of the Department's Bridge Inspection Manual. The selected consultants will be required to prepare correspondence concerning the maintenance and preservation of the structures they inspect. Inspection reports shall be prepared using the latest procedures and technology required by the Department.

Firms responding to this notice should be of adequate size and sufficiently staffed and experienced to perform this assignment. The selected firms will be required to provide the inspection equipment necessary to complete this assignment, and to maintain a Connecticut office for the duration of this assignment, with the Project Manager available on a daily basis for the direct and visual supervision of the staff performing the majority of this assignment. The location of the office where the work will be performed, the staff size of that office, and the number of staff in that office who have completed the NBIS Safety Inspection Training, should be indicated in your submittal.

If your firm would like to be considered for this assignment, your submittal should consist of a letter-of-interest limited to one (1) page, a Department Form CSO 255 (Rev. Jun. 2022) and up to a maximum of five (5) resumes of the key personnel, which are limited to two (2) pages each. One of the resumes must be that of the proposed Project Manager in charge of the work, as well as the assurance that he/she will be available for work when required. (The CSO 255 form can be found online at <https://portal.ct.gov/DOT/Consultant-Selection/Consultant-Selection-Information>)

Electronic Submittal – A .pdf of your CSO 255 must be emailed to DOT.CSOSubmittals@ct.gov by 3:00 p.m. on or before **February 15, 2024**, and must be no larger than 10 MB in size. The file name should be in the following format: CSO#2446.FirmName. You will receive a confirmation email by 4:00 p.m. on the due date, once your submittal has been accepted. Please retain proof of sending your submission before the due date/time, in the unlikely event that your email is not received. If you do not receive a confirmation by the

time specified above, please contact the Consultant Selection Office at 860-594-3346 or at the email listed above. Firms who are shortlisted based on their CSO 255 submittal, will be notified by the Consultant Selection Office of the time, date and format of their selection interview. A final selection is anticipated by April 2024.

Your CSO 255 submittal should identify the following: your proposed staff and their qualifications, experience, and availability to perform the required services. Your submittal will be evaluated on the following criteria:

- (1) Staff size, qualifications, and availability of current staff, including sub-consultants, proposed for this assignment. Weighted scoring value = 25%
- (2) Bridge inspection and evaluation experience (above and below water). Includes familiarity with NBIS inspection standards. Weighted scoring value = 25%
- (3) Bridge rehabilitation and maintenance. Weighted scoring value = 5%
- (4) Established safety program and familiarity with OSHA regulations. Weighted scoring value = 10%
- (5) Non-destructive testing/ Specialized underwater inspection methods. Weighted scoring value = 15%
- (6) Types and availability of inspection equipment. Weighted scoring value = 10%
- (7) Familiarity with CTDOT inspection standards, policies and procedures. Weighted scoring value = 10%

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

*The **Project Manager** shall have:*

- *A Connecticut Professional Engineer's License in Civil or Structural Engineering*
- *A minimum of five years of experience in complex structural inspection assignments*
- *Successfully completed the NHI Safety Inspection of In-Service Bridges course*
- *Successfully completed the NHI Fracture Critical Inspection Techniques for Steel Bridges course*

***Team Leader/Lead Divers** shall be certified divers and shall have:*

- *Successfully completed the NHI Safety Inspection of In-Service Bridges course*
- *Successfully completed the NHI Fracture Critical Inspection Techniques for Steel Bridges course (prior to inspecting any fracture critical bridges or bridge components)*
- *One of the following:*
 - *Be a Registered Professional Engineer (P.E.) with two years experience in bridge inspection or*
 - *Have a Bachelor's degree in Civil/Structural Engineering from a college or university accredited by or determined as substantially equivalent by the Accreditation Board for Engineering and Technology (ABET) with two years bridge inspection experience, and have successfully passed the National Council of Examiners for Engineering and Surveying Fundamentals of Engineering examination or*
 - *Have an Associate's degree in Civil/Structural Engineering from an ABET accredited college or university, or equivalent, with four years bridge inspection experience or*
 - *Have ten years of bridge inspection experience or*
 - *Be a Certified NICET Level III or IV Bridge Safety Inspector*

***Assistant Team Leader/Lead Divers** shall be certified divers and shall have:*

- *A minimum of one year of bridge inspection experience*
- *Successfully completed the NHI Safety Inspection of In-Service Bridges course(preferable) or the NHI Underwater Bridge Inspection course.*

***All Dive Team members** shall have:*

- *Successfully completed the NHI Safety Inspection of In-Service Bridges course or the NHI Underwater Bridge Inspection course.*
- *Staff who have taken the NHI Safety Inspection of In-Service Bridges course will need to take the NHI Bridge Inspection Refresher Training course within 5 years.*
- *Certification in First Aid and in Cardio-Pulmonary Resuscitation (CPR).*

Please be advised that there is no Disadvantaged Business Enterprise (DBE) assigned for this contract. All firms are advised that the prime consultant must perform the major part of the work with employees of the firm. Joint venturing will not be allowed.

In accordance with the Connecticut General Statutes (CGS) Section 9-612(f), as amended by Public Act 21-76, any principal of a state contractor or prospective state contractor submitting a bid or proposal for a state contract are directed to the State Elections Enforcement Commission's [Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations](#). The Notice is hereby made a part of this solicitation. Additionally, any principal of a state contractor or [3] prospective state contractor is required to complete a Campaign Contribution Certification prior to execution of the contract.

Please note that Connecticut General Statutes Section 4-252, Section 4-252a, and Section 4a-81 were amended by Public Act 21-76 to no longer require the certifications and affidavits previously required from state contractors and prospective state contractors as part of the bidding, proposal or contracting process. Instead, the requirements for these above-referenced sections are described below.

Notice of Representation Requirements of Connecticut General Statutes Section 4-252: The official or employee of such state agency or quasi-public agency who is authorized to execute state contracts shall represent that the selection of the most qualified or highest ranked person, firm or corporation was not the result of collusion, the giving of a gift or the promise of a gift, compensation, fraud or inappropriate influence from any person.

Any principal or key personnel of the person, firm or corporation submitting a bid or proposal for a large state contract shall, upon execution of such contract, make the following representations in the resulting contract: (1) That no gifts were made by (A) such person, firm, corporation, (B) any principals and key personnel of the person, firm or corporation, who participate substantially in preparing bids, proposals or negotiating state contracts, or (C) any agent of such person, firm, corporation or principals and key personnel, who participates substantially in preparing bids, proposals or negotiating state contracts, to (i) any public official or state employee of the state agency or quasi-public agency soliciting bids or proposals for state contracts, who participates substantially in the preparation of bid solicitations or requests for proposals for state contracts or the negotiation or award of state contracts, or (ii) any public official or state employee of any other state agency, who has supervisory or appointing authority over such state agency or quasi-public agency; (2) That no such principals and key personnel of the person, firm or corporation, or agent of such person, firm or corporation or principals and key personnel, knows of any action by the person, firm or corporation to circumvent such prohibition on gifts by providing for any other principals and key personnel, official, employee or agent of the person, firm or corporation to provide a gift to any such public official or state employee; and (3) That the person, firm or corporation is submitting bids or proposals without fraud or collusion with any person.

Notice of Certification Requirements of Connecticut General Statutes Section 4-252a: (a) For purposes of this section, "state agency" and "quasi-public agency" have the same meanings as provided in section 1-79, "large state contract" has the same meaning as provided in section 4-250 and "entity" means any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization or other business organization whose principal place of business is located outside of the United States, but

excludes any United States subsidiary of a foreign corporation. (b) No state agency or quasipublic agency shall enter into any large state contract, or amend or renew any such contract with any entity unless such contract contains a certification that such entity has not made a direct investment of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010, and has not increased or renewed such investment on or after said date.

Notice of Representation Requirements of Connecticut General Statutes Section 4a-81: (b) (1) Each contract described in subsection (a) of this section shall include a representation whether any consulting agreement has been entered into in connection with any such contract. Such representation shall be required if any duties of the consultant included communications concerning business of a state or quasi-public agency, whether or not direct contact with a state agency, state or public official or state employee was expected or made. As used in this section, "consulting agreement" means any written or oral agreement to retain the services, for a fee, of a consultant for the purposes of (A) providing counsel to a contractor, vendor, consultant or other entity seeking to conduct, or conducting, business with the state, (B) contacting, whether in writing or orally, any executive, judicial, or administrative office of the state, including any department, institution, bureau, board, commission, authority, official or employee for the purpose of solicitation, dispute resolution, introduction, requests for information, or (C) any other similar activity related to such contracts. "Consulting agreement" does not include any agreements entered into with a consultant who is registered under the provisions of chapter 10 as of the date such contract is executed in accordance with the provisions [4] of this section. (2) Such representation shall be sworn as true to the best knowledge and belief of the person signing the contract and shall be subject to the penalties of false statement. (3) Such representation shall include the following information for each consulting agreement listed: The name of the consultant, the consultant's firm, the basic terms of the consulting agreement, a brief description of the services provided, and an indication as to whether the consultant is a former state employee or public official. If the consultant is a former state employee or public official, such representation shall indicate his or her former agency and the date such employment terminated.

Prior to the negotiation process, the selected firms will be required to have a Department approved audit, as well as current corporate registration with the Secretary of State (partnerships excluded). The selected firms will also be required to maintain insurance coverage from a firm approved to do business in the State of Connecticut. Proof of coverage must be submitted on a form acceptable to the State prior to the start of negotiations.

The Department, in its sole discretion, reserves the right to cancel this solicitation and terminate the process to retain consultant services, and is under no obligation to contract for the services specified herein.

The Department reserves the right to add other assignments of a similar nature to this selection process should the need arise prior to the interview phase.

All inquiries regarding this request for letters-of-interest shall be directed to Amie Maines of the Consultant Selection Office at (860) 594-3346 or Amie.Maines@ct.gov.

Connecticut Department of Transportation
An Equal Opportunity / Affirmative Action Employee