Notice is hereby given that consulting services will be utilized by the West Virginia Parkways Authority (WVDOH agent), for project management, project inspection, quality assurance, documentation services, and related duties as required for the Beckley Widening Project. The entire project length is approximately 9 miles. The anticipated duration is approximately three years with an anticipated start date August 2, 2018. It is anticipated that approximately one (1) Level 4/5 Supervisor/Inspector Coordinator, two (2) Level 4 (one (1) Structures and one (1) Roadway), four (4) Level 3, and four (4) Materials Testing Accredited and Qualified inspectors for the area of assignment will be required.

The general guidelines for performance of the project inspection are as follows:

1. The consulting engineering services required may consist of project management, inspection, quality assurance, review of CPM schedules and shop drawings, and documentation services.
2. The consultant will supply experienced construction and materials inspection personnel. All inspectors must be certified through WVDOH Technical Certification Board.
3. The personnel shall have a working knowledge of WVDOT-DOH standards, specifications and materials testing procedures as well as being certified by the DOH for sampling and testing aggregate, Portland cement concrete, bituminous concrete, compaction testing and possess nuclear certifications in the State of West Virginia. The knowledge and certifications required of a given individual will depend on the specific item(s) being inspected and/or sampled/tested.
4. It is the intent that most of the required materials testing be conducted by personnel capable of performing the complete field inspection of the affected items.
5. In addition, the inspectors shall be knowledgeable of good construction practices and surveying practices and procedures; able to interpret contracts, special provisions, plans and specifications; able to exercise good judgement; able to use engineering, test, and office equipment; be accurate and neat in recording data and preparing records and able to maintain a harmonious relationship with the Department, other governmental agencies, contractors and the public.
6. The consultant will supply all necessary transportation for its personnel.
7. The Authority will supply field offices, storage buildings and office equipment per normal construction contract specification items or reasonable access to same as it deems necessary.
8. The Department will familiarize appropriate Consultant personnel with the use of its software for preparation and maintenance of project records and documentation and supply Department required forms to the Consultant. Site Manager will be used for this project.
9. All testing equipment and incidental tools and supplies are to be furnished by the Consultant unless the Department elects to supply same on a given project.
10. The method of payment for the consultant services provided will be specific rate of pay.
11. Contractor working hours are from 6am to 10pm only Monday through Saturday.

Firms interested in being considered for this work must submit a letter of interest and unpriced prospectus to Mr. Greg Barr, General Manager, West Virginia Parkways Authority, 3310 Piedmont Road, Charleston, West Virginia 25306 prior to 4:00 P.M. on June 15, 2018. Responses received after this time will not be considered.

As a minimum, the Letter of Interest (LOI) will include the following (submitted in duplicate) along with an electronic copy sent to email at gbarr@wvturnpike.com:

1. A completed copy of the Division’s Consultant Engineer Confidential Qualification Questionnaire (unless already on file with the Division). The questionnaire should be current as of January 1, 2018 or later.
2. A completed copy of the “Consultant Short List Selection Criteria Technical Evaluation” form found in Appendix E of the WVDOT-DOH Manual for Consultant Services or from the WVDOT web homepage by selecting the
3. Overall capabilities to handle this work, including work force available to assign to the project, personnel qualifications, and present work load.
4. Type of work proposed to be subcontracted.
5. Location of base office for the project staff.
6. Indication of whether a cost accounting system has been maintained and is in effect such that it is capable of segregating and identifying accumulating costs for each job that is performed under cost-type contracts.

Submittals shall be prepared simply and economically, providing a straight forward, concise description of the firm’s capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. Elaborate brochures and other representations beyond that sufficient to present a complete and effective proposal are neither required nor desired prior to entering into contract negotiations, the selected firm and any subconsultants shall submit a current audited overhead rate computation performed by a State or Federal government agency or independent CPA firm. The submitted overhead audit shall contain a detailed exhibit of the computations with all applicable eliminations and references. The audit shall be done in accordance with Government Auditing Standards issued by the Comptroller General of the United States and all eliminations required by the Federal Acquisition Regulations will be made.

It is policy of the Authority, that Disadvantaged Business Enterprises shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds.

Any technical questions concerning the requirements for this project should be directed to Greg Barr, General Manager, West Virginia Parkways Authority or E-mail at gbarr@wvturnpike.com.