

ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT

REQUEST FOR LETTERS OF INTEREST AMENDED ON JULY 28, 2016

Notice is hereby given that the Arkansas State Highway and Transportation Department (Department) is seeking letters of interest from qualified firms for on-call services for transportation planning activities in Arkansas. Services will be provided on an as-needed basis for a period of two years.

The work will generally consist of one or more of the following types of work:

- System Planning Studies
- Subarea/Corridor Planning Studies
- Traffic Analysis Studies
- Toll Studies
- Management Plans or Studies
- Planning and Environmental Linkage Studies
- Public Involvement

The firm shall discuss in the letter of interest each task the firm is interested and capable of performing. The letter of interest shall also clearly document the team members' area of expertise. The tasks may include:

- Traffic safety (Arkansas Professional Engineer license required)
- Traffic operations (Arkansas Professional Engineer license required)
- Microsimulation traffic modeling (Arkansas Professional Engineer license required)
- Travel demand modeling
- Freight planning
- Multi-modal planning
- Transit planning
- Demographic and Land-Use Analysis
- Economic analysis
- Financing studies
- Toll Studies
- Public involvement, engagement, and marketing
- Management studies
- Risk analysis
- Access management plans
- Planning and Environmental Linkage Study (including the supporting environmental studies) (Addendum addition July 28, 2016)

The firm will be evaluated on each individual task and may elect to propose for one or more tasks.

The letter of interest shall include the following information.

- A single-page cover letter that clearly states the task(s) the firm is interested in performing.

- Proposed organizational chart that includes key personnel for each task the consultant is interested in performing, including the primary contact.
- Description of the qualification of proposed project manager(s) and key personnel (prime and subconsultant) for tasks the firm is interested in performing. This information shall be limited to one (1) page, 8.5" x 11" paper, with minimum 11-point font for each task.
- Architect-Engineer Qualifications Standard Form 330 Parts I and II
http://www.arkansashighways.com/consultant_services/SF330-13a_11-30-17.pdf

The letter of interest should be addressed to:

Mr. Emanuel Banks
Deputy Director and Chief Engineer
Arkansas State Highway and Transportation Department
P.O. Box 2261, Little Rock, AR 72203-2261
or
10324 Interstate 30, Little Rock, AR 72209

Five (5) sets of paper responses and a copy in PDF format must be received no later than 4:00 p.m. (CDT) on August 12, 2016. Any responses received after that deadline will not be considered.

The consultant selection for this letter of interest will follow the Department's *Consultant Selection Procedures 05/27/2010*. After a review of all letters of interest received, selected firms will be furnished a scope of work and be requested to submit proposals for accomplishing the work. Final selection will be announced following the Arkansas State Highway Commission action on November 30, 2016. Additional information may be found under the Consultant Services page on the Department's website.

The Department complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden, Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501) 569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ahtd.ar.gov.

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.