



## REQUEST FOR STATEMENTS OF INTEREST

Date: April 7, 2021

To: Interested Firms

Subject: Construction Administration/Inspection and Material Testing Services for the Custer State Park Wildlife Loop Road Asphalt Concrete Surfacing project located at Custer State Park in Custer County, SD:  
GFP Project No. Loop22Pa

The Department of Game, Fish and Parks (GFP) is soliciting Statements of Interest for Construction Administration/Inspection and Material Testing services to be performed on the owner's behalf to ensure construction plan compliance on the above referenced projects.

Construction Administration/Inspection and Material Testing services shall include, but are not limited to:

- Participation of an on-site pre-construction meeting.
- Provide on-site construction administration/inspection on the owner's behalf to provide assurance the Contractor completes the project according to plans and specifications.
  - Construction administration/inspection to be performed by a Professional Engineer, Engineer-In-Training, or an experienced and certified Technician capable of managing a project of this type and magnitude.
  - At a minimum, construction administration/observation on owner's behalf shall consist of:
    - Regular coordination with Contractor regarding work schedule, activities, etc.
    - Regular communication with Owner regarding project status.
    - Addressing questions and issues that arise in the field; coordinating with GFP personnel on larger issues.
    - Verifying, identifying, marking and inspecting dig-out repairs, asphalt patches, asphalt overlays and other repairs. Coordinate with Contractor on asphalt repairs.
    - Administration/Inspection/Testing of asphalt overlay and flush seal applications. Adjusting application rates of asphalt in the field as needed.
    - Test for specified density with compaction on entire roadway surface.
    - Testing requirements shall follow SD DOT Standard Requirements found at the following website:
      - [https://dot.sd.gov/doing-business/certification-accreditation/manuals-documents#listItemLink\\_1262](https://dot.sd.gov/doing-business/certification-accreditation/manuals-documents#listItemLink_1262)
- Aggregate testing for base course and gravel surfacing (per SDDOT requirements).
- Asphalt, asphalt aggregate and asphalt concrete composite mix sampling testing.
- Obtain, verify and submit material certifications and weigh tickets from Contractor (base course, gravel surfacing, AC mix design, asphalt, etc.).
- Track and monitor project quantities. Create and process construction change orders.
- Verification of Contractor submitted pay applications.
- Conduct Final Inspection, create punch list, oversee and verify completion of punch list.
- Consultant shall monitor their billed hours relative to project progress and notify GFP should the two begin to deviate. Notification must also be given prior to any hour and cost overruns.



# SOUTH DAKOTA DEPARTMENT OF GAME, FISH AND PARKS

523 EAST CAPITOL AVENUE | PIERRE, SD 57501

- Consultant shall keep a daily journal and submit weekly updates to GFP. At the end of the project and before final payment, a copy of the construction diary shall be submitted to GFP. The daily diary shall include at a minimum:
  - Name of Consultant representative(s) on-site and time on-site.
  - Date, weather and temperatures.
  - Summary of construction activities for the day and equipment used.

Please identify the employee(s) and their involvement you propose to use on this project and include their qualifications and experience with your proposal. Include resumes of all personnel, including all sub-consultants who will be assigned to this project.

The project completion date is October 15, 2021.

Chosen consultant will be asked to provide detailed invoices showing cost breakdowns billed to specific project code in half hour increments.

Firms wishing to be considered for providing Construction Administration/Inspection & Material Testing Services for this project should send a Statement of Interest that outlines their qualifications and experience relative to this project. Statements of Interest must include at a minimum:

- Specialized expertise, capabilities, and experience as demonstrated by the proposed approach and methodology to meet the project requirements. (20%)
- Resources available to perform the work, including any specialized services, within the specified time limits for the project. (25%)
- Record of past performance, including price and cost data from previous projects, quality of work, ability to meet schedules, cost control, and contract administration. (15%)
- Availability to project locale. (20%)
- Familiarity with project locale. (10%)
- Proposed project management techniques. (5%)
- Ability and proven history in handling special project constraints. (5%)

A technical review committee will select a firm based on the response to the criteria listed above.

The Statement of Interest must be received by **1:00 PM CDT, April 22, 2021**. Provide electronic copies by email attachment and or File Transfer Protocol capabilities to the following: [tyler.ulrich@state.sd.us](mailto:tyler.ulrich@state.sd.us)

Those firms that desire additional information specific to the project may contact Tyler Ulrich at (605) 280-4731 or email [tyler.ulrich@state.sd.us](mailto:tyler.ulrich@state.sd.us).

Thank you for your interest in this project.

Sincerely,

*Ryan Tobin*

Ryan Tobin (Apr 7, 2021 09:44 CDT)

Ryan Tobin, PE  
Engineering Supervisor  
Game, Fish and Parks

