

2026 Statewide Bridge Design On-Call

Request For Proposal

Iowa Department of Transportation

Introduction

The Iowa Department of Transportation's (Iowa DOT) **Bridges and Structures Bureau (BSB)** is interested in entering into a professional services contracts with **up to seven consultants, split between Limited and Unlimited classes**, to provide a broad range of services statewide. Consultants meeting the requirements shown in this Request for Proposal (RFP) are eligible to respond.

Those not eligible to apply as a prime or subconsultant include current Bridges & Structures Bureau Unlimited on-call consultants: Selected April 2025 – Michael Baker Jr, Burns & McDonnell, and HDR Engineering, Inc.; Selected April 2024 – Stanley Consultants, Inc., HNTB Corporation, and McClure Engineering Associates. Additionally, those not eligible include Bridges & Structures Bureau Limited on-call consultants selected April 2025: Schemmer Associates Inc., Foth Infrastructure & Environment, Jacobs Engineering Group, Kirkham, Michael, and Associates, Inc., Modjeski & Masters, AECOM Technical Services, Inc., TranSystems Corp., JEO Consulting Group. The "Unlimited" selection designates services typically at a higher complexity than the "Limited" selection.

The selection of statewide on-call consultants is desired to provide flexibility with BSB production schedule needs. If your company is interested in providing the described services, please submit a proposal addressing the requirements.

Project Scope

The Iowa DOT will coordinate with the selected firms on a project by project basis to determine the scope of services required for a specific project. The requested services may include:

- Preliminary and/or final design for new or replacement bridges
- Preliminary and/or final design for new or replacement RCB culverts or extensions or repairs
- Drainage design
- Concept statements and/or structural and roadway final design for bridge rehabilitation or repairs
- Concept statements and/or structural and roadway final design for bridge deck overlays
- Emergency repairs
- Updates to Bridges & Structures Bureau standards
- ABC (Accelerated Bridge Construction) projects
- Design check services of work designed and detailed by Iowa DOT staff

- Other miscellaneous bridge discipline related work as shown in the *Iowa DOT's Policy and Procedure Manual, Policy No. 300.04, Appendix A Work Category Descriptions, Minimum Qualification Standards and Administering Offices*

Contract Information

The Iowa DOT anticipates that the selection process will be completed by the end of May, 2026. Negotiation with the selected consultants will begin upon notice that the selection process is completed. The selected “Unlimited” consultants will perform on-call agreements for a period of three (3) years from the date of selection. The selected “Limited” consultants will perform on-call agreements for a period of eighteen (18) months from the date of selection. Annual work quantity for the “Unlimited” selection will be on the order of two and a half times that of the “Limited” designation. Selected firms will be eligible for and potentially tasked with projects that are suited to their strengths. When projects are identified, the consultant will be allowed to employ sub-consultants that fit the project need.

The selected firms are required to use the software as specified and periodically updated in accordance with the Department’s specifications in the Design Manual. The current specifications can be found at: [LRFDBridgeDesignManual.pdf \(iowadot.gov\)](#) See Article 1.13 Software.

The contract types and payment methods are defined in the *Iowa DOT's Policy and Procedure Manual, Policy No. 300.12, Appendix A*. This RFP does not establish a fixed amount of work or a contract value for these services. Expenditures will vary dependent upon the number and magnitude of work orders over the contract period. The Department will not guarantee the amount of work or contract value. The following fee payment methods may be used:

- Lump sum, in certain instances where costs are limited to \$50,000
- Fixed overhead, where costs are limited to approximately \$200,000 or of “shorter” duration
- Cost plus fixed fee with annually adjusted overhead, where parameters exceed the previous fixed overhead entry

General Requirements

The consultant and their subconsultants are required to meet the requirements of specified work categories as defined in the Iowa DOT’s Policy and Procedure Manual, Policy No. 300.04, at the time of contract execution, and for the duration of the contract. Qualifications will be assessed during review of proposals; no prequalification submissions are necessary. Work under this contract will require the consultant team to meet the minimum qualifications standards of the following work categories:

- For the Unlimited selection, the prime consultant shall have experience in work categories:
- 216 (Non-Standard, Non-Steel Bridge Design)
 - 217 (Steel Bridge Design)
 - 323 (Hydraulic and Hydrologic Studies)

Additionally, the prime consultant or the sub-consultant(s) must have experience in the following engineering services that may be coupled with the bridge work on a project:

- Preliminary engineering work such as preparation of project concepts, field examinations and preparation of type, size and location (TS&L) drawings (no specific prequalification)
- 322 (Complex Hydraulic and Hydrologic Studies)
- Geological services - 321 (Geological and Geophysical Studies)
- Land and engineering surveying - 311 (Land Surveying) and 312 (Engineering Surveying)
- Highway design - 213 (Highway Design – Major Facility)
- Bridge construction inspection/observation and roadway construction inspection – 221 (Highway Roadway Construction) and 222 (Bridge Construction)

For the Limited selection, the prime consultant will be expected to perform bridge engineering services as listed in the Introduction for work categories:

- 216 (Non-Standard, Non-Steel Bridge Design)
- 323 (Hydraulic and Hydrologic Studies)

Additionally, the prime consultant or the sub-consultant(s) must have experience in the following engineering services that may be coupled with the bridge work on a project:

- Preliminary engineering work such as preparation of project concepts, field examinations and preparation of type, size and location (TS&L) drawings (no specific prequalification)
- Geological services - 321 (Geological and Geophysical Studies)
- Land and engineering surveying - 311 (Land Surveying) and 312 (Engineering Surveying)
- Highway design - 213 (Highway Design – Major Facility)
- Bridge construction inspection/observation and roadway construction inspection – 221 (Highway Roadway Construction) and 222 (Bridge Construction)

Failure to meet the requirements during the contract will result in cancellation of any remaining portion of the contract.

It is the policy of the Iowa DOT that Disadvantaged Business Enterprises (DBEs) and Targeted Small Businesses (TSBs) shall have the maximum practicable opportunity to participate in the performance of Iowa DOT contracts. Funding of the work under this contract is not expected to involve federal-aid highway funds. No DBE goal (0%) is established at this time. Although a DBE / TSB goal is not established, the Department still encourages the spirit of the program to be incorporated in the proposed contract whenever possible. In the event DBE participation is required on a particular contract, the goal will be established as part of the negotiation.

Selection Information

The Selection Committee anticipates selecting two (2) “Unlimited” and five (5) “Limited” consultant companies. Consultants should indicate their desire to be selected for the

“Unlimited,” “Limited,” or both. Additional firms may be recommended to provide the necessary capacity to address the expected workload.

Emphasis should be placed upon providing information concerning your proposed project approach, similar projects your firm has recently performed and the availability and qualifications of your key staff. The proposal may include additional information, as deemed appropriate, subject to the overall length restriction established in Proposal Requirements.

The selection committee will review and evaluate the proposals submitted based on the following criteria and the weighted value assigned to each. Include a detailed statement for each evaluation criteria.

Project Team Structure, Qualifications, and Availability - 25 points

- Identify staff who would be designated or available to perform work related to this RFP via an organizational chart. Designate the Project Manager. List credentials with brief resume indicating qualifications.
- Provide examples of the Project Team’s ability to meet accelerated delivery for projects.
- Describe resources available for BSB projects. Include current workload (major assignments), deadlines, and commitment of key staff.
- Demonstrate capacity to deliver anticipated contract work.

Qualifications to Perform Work with BSB – 30 points

- Consultants need not have experience with all the types of projects listed above in “Project Scope” to be considered responsive. The RFP reply should demonstrate the Consultant staffs’ breadth of experience and capabilities with projects.
- Staff intended to perform the work should be knowledgeable with IA DOT policies and standards, primarily the Bridges & Structures Bridge Design Manual.
- There will not be any location restriction on consultant companies who wish to respond to this RFP. While not required to be “local” to Iowa or in close proximity, it is considered a benefit to be close to the work being performed for purpose of site visits.

Past Performance and Reasons for Selection - 25 points

- Convey / demonstrate your company’s quality of work for similar projects described in “Project Scope”.
- Provide a listing of reasons your company stands out among others in providing these intended services for BSB.

Certifications, Compatibility, and MicroStation CONNECT - 20 points

- Conflict of Interest – Prime and Subconsultants have no known conflict of interest that would impact efforts to serve Iowa DOT on this on-call contract.
- Software, Equipment & Technology – Prime and Subconsultants use software that is compatible with the BSB’s software on projects.
- Describe your company's status with integration of utilizing MicroStation CONNECT

The selection committee does not anticipate the need for oral interviews.

Contacting any selection team member other than the RFP contact person is inappropriate. Scheduling marketing meetings with the Iowa DOT Bridges and Structures Bureau while this RFP is active is also considered inappropriate.

Proposal Requirements

Please provide the following information in the order listed:

1. All responders must provide adequate information on the response's cover page to clearly identify the submittal is for the **2026 Statewide Bridge Design On-Call RFP** along with the replying firm and an email for the point of contact for the firm.
2. Include your firm's approach to addressing the identified tasks, your eligibility to meet the requirements of the "Required Work Categories" for the work you intend to perform, your understanding of the project's scope, key issues and relevancy to Iowa's transportation system. Briefly discuss similar projects the members on your team have completed in the past five years. This listing should be limited to the three most applicable projects.
3. Include the name, qualifications, experience, office address and availability of the contract manager as well as the manager in charge of each major work task. This information should include the identification of similar projects managed or participated in by these individuals. The selection of a contract manager and work task managers by a firm will constitute a commitment by that firm and NO substitute managers will be allowed without prior written approval by the Iowa DOT.
4. Include experience and qualifications as related to the "Required Work Categories" for any sub-consultants to be used and work they will perform.
5. Include a detailed resume, summary of current workload and a time commitment for each professional or technical person to be assigned to the project. Identify the principal or manager who will serve as the project manager.
6. The location of the office where the majority of work will be performed or from which a majority of resources will be dispatched.
7. A disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest.
8. Inclusion of promotional literature of a general nature will not be considered in the selection process.
9. If applicable, include a statement that the consultant will meet the DBE goal. If the consultant cannot meet the minimum goal, include a commitment statement for the percentage of participation that they can meet.

The proposal may include additional information, as deemed appropriate, subject to the overall length restriction established in Proposal Requirements.

Cost information should not be submitted as part of the proposal, and if submitted, will not be considered. Inclusion of promotional literature of a general nature will also not be considered in the selection process.

The proposal must be submitted as a single electronic PDF and be formatted to print on 8.5” x 11” pages. The proposal must be limited to 15 single-sided pages. All pages will be counted including: proposal covers, cover letter, dividers, appendices, etc. The maximum size limit of a **proposal is 25 megabytes.**

The electronic proposal must be submitted via email to DOT.ConsultantProposals@iowadot.us. An email will be sent confirming receipt of the proposal by 2:30 p.m. on the submittal deadline date.

Proposals are due by 3:00 pm on May 13, 2026.

Any technical questions or questions regarding this RFP shall be submitted via email to DOT.ConsultantProposals@iowadot.us. Any questions about this RFP must be received by noon on May 6, 2026. Questions and answers regarding this RFP will be posted with the RFP on the Consultant Utilization website, <https://apps.iowadot.gov/rfp>.

Any proposal not complying with all requirements stated in the RFP may not be accepted.

Public Records Law

The Iowa DOT will treat all information submitted by a consultant as open records following the conclusion of the selection process. Open records are public records that are open for public examination and copying. The Iowa DOT's release of records is governed by Iowa Code Chapter 22 and 761 IAC Chapter 4. Consultants are encouraged to familiarize themselves with these laws before submitting a proposal.

Statement of Non-Discrimination

Federal and state laws prohibit employment and/or public accommodation. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa DOT's affirmative action officer at 800-262-0003. If you need accommodations because of a disability to access the Iowa DOT's services, contact the agency's civil rights/ADA coordinator at 515-239-1427. TTY/TDD: 515-239-1514

References

PPM 300.04 – Prequalification of Architectural, Engineering and Related Professional and Technical Firms (<https://iowadot.gov/projectdev/300.04.PDF>)

PPM 300.12 – Negotiated Contracts for Architectural, Engineering, and Related Professional and Technical Services (<https://iowadot.gov/projectdev/300.12.pdf>)