

REQUEST FOR QUALIFICATIONS

MICHIGAN DEPARTMENT OF TRANSPORTATION

Metro Region

Design-Build Project

I-75 at University Drive Interchange

Job Numbers: 123143

Control Section: 63172

Original Issue

April 25, 2014



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1.0 INTRODUCTION

The Michigan Department of Transportation (MDOT), Metro Region, is requesting Statements of Qualifications (“SOQs”) from entities (“Submitters”) interested in submitting proposals for the Reconstruction of the University Drive over I-75 Interchange by constructing a Diverging Diamond Interchange (DDI) along with complete removal and replacement of the University Drive structure over I-75 in the City of Auburn Hills, Oakland County (the “Project”). The Project will be funded with local, state and federal-aid dollars thereby requiring the Submitters adhere to all pertinent federal, state and local requirements. See Attachment A for map showing the project location.

1.1 Procurement Process

MDOT will use a two-phase procurement process to select a Design-Build contractor to deliver the Project. This Request for Qualifications (RFQ) is issued as part of the first phase to solicit information, in the form of SOQ’s, that MDOT will evaluate to determine which Submitters are the most highly qualified to successfully deliver the Project. MDOT intends to short-list three, but not more than five, Submitters that submit SOQ’s. In the event that there are less than three Submitters, MDOT may cancel or re-advertise the Project.

In the second phase, MDOT will issue a Request for Proposals (RFP) for the Project to the short-listed Submitters. Only the short-listed Submitters will be eligible to submit technical and price proposals in response to the RFP for the Project. Each short-listed Submitter that submits a proposal in response to the RFP (if any) is referred to herein as a “Proposer.” MDOT will award a contract for the Project to the Proposer offering the low bid, to be determined as described in the RFP. Contract provisions that will accelerate construction activities, such as lane rentals and bridge rentals are being considered.

1.2 Project Goals

The Purpose of this Project is to complete the following tasks while minimizing impacts to the traveling public:

- a) Replace the existing University Drive Interchange at I-75 Interchange with a Diverging Diamond Interchange
- b) Replace the University Drive bridge over I-75 (S03 of 63172)
- c) Concrete reconstruction of University Drive from Opdyke Road to Cross Creek Parkway
- d) Concrete reconstruction of all ramps, except a portion of the northbound exit ramp that is expected to have concrete patches and repairs.
- e) Partial reconstruction and operational reconfiguration of Chrysler Drive NB I-75 entrance ramp and University Drive NB I-75 exit ramp along I-75.

The following goals have been established for the Project:

- a) Safety
 - Provide a safe Project area for the traveling public and workers during execution of the Project
 - Provide a solution consistent with current MDOT, FHWA, and AASHTO practices, guidelines, policies, and standards.
- b) Quality - Provide a high quality product that minimizes future maintenance
- c) Mobility - Minimize impacts to University Drive and I-75 traffic
 - Minimize impacts to mainline lanes of NB and SB I-75

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- Minimize impacts to I-75 on/off ramps to and from University Drive
- Minimize impacts to University Drive traffic
- d) Budget - Complete the project within MDOT's established budget
- e) Meet project schedule

1.3 Submitter Information

If an entity intends to submit an SOQ as part of a team, the entire team is required to submit a single SOQ as a single Submitter.

2.0 BACKGROUND INFORMATION: RFQ PROCESS

2.1 Project Description: Scope of Work

The project scope encompasses 1 control section and 1 project number as follows:

JN 123143 CS 63172 – Interchange reconstruction and bridge replacement of S03 of 63172/ at the I-75/University Drive interchange and reconstruction of University Drive from Opdyke Road to Cross Creek Parkway.

Two options are being considered for maintaining University Drive over I-75. The RFP will contain the final requirements for maintaining traffic. The two options are as follows:

Option 1: Full Closure Of University Drive Bridge Over I-75

- Close the existing University Drive Bridge over I-75 at the start of the project. Thru traffic over I-75 will be detoured until the construction of the proposed bridge over I-75 is complete.
- On/off ramp traffic will be maintained using a combination of part-width construction, intermittent ramp closures, and flag control.
- University Drive (excluding the bridge) will be maintained using a combination of part-width construction and flag control.
- I-75 traffic will be maintained through the use of lane closures and/or lane shifts. Some lane closures will be restricted to weekends and/or nighttime.

Option 2: University Drive Bridge Over I-75 Open To Thru Traffic

- Construct proposed University Drive Bridge offline of the existing bridge. Thru traffic over I-75 will be maintained throughout the project,
- On/off ramp traffic will be maintained using a combination of part-width construction, intermittent ramp closures, and flag control.
- University Drive will be maintained using a combination of part-width construction and flag control.
- I-75 traffic will be maintained through the use of lane closures and/or lane shifts. Some lane closures will be restricted to weekends and/or nighttime.

Project information and data is included in attachments as follows:

- Attachment A – Location Map
- Attachment B – Preliminary RID

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- Attachment C – Example Notice of Shortlisting Results

The current anticipated design build cost of the Project is estimated to be \$17,000,000.

2.2 Project Schedule

The deadline for submitting RFQ questions and the SOQ due date stated below apply to this RFQ. MDOT also anticipates the following additional Project milestone dates. This schedule is subject to revision by addenda to this RFQ or the RFP requirements.

Phase 1 – Request for Qualifications

Issue RFQ	April 25, 2014
Public Meeting	May 7, 2014
Auburn Hills Community Center, City Hall Campus	2-4 PM and 6-8PM
Deadline for submitting RFQ questions	May 23, 2014; 4 PM EST
SOQ due date	May 30, 2014; 1 PM EST
Evaluation of SOQs	May 30 to June 20, 2014
Anticipated Notification of short-listed Submitters	June 20, 2014

Phase 2 – Request for Proposals – **Tentative Schedule (subject to change)**

Issue RFP	Mid to Late July, 2014
Technical and Price Proposals due	Mid to Late Sept. 2014
Notification of Selected Proposer Announced	Mid to Late Sept. 2014
Anticipated Contract Award	October, 2014

The RFP will establish the project schedule including open to traffic and completion dates.

2.3 Addenda, Inquiries and General Information

Information regarding this RFQ, including addenda to the RFQ, questions and answers, and project specific information, will be posted at the following website: www.michigan.gov/ic. Click on “University Drive over I-75 Interchange Reconstruction (DB) under the 2014 Innovative Contracting Projects heading.

All questions regarding the Project must be submitted by e-mail to the MDOT Project Manager listed below. Questions shall be received by 4:00 p.m. EST on the date indicated in Section 2.2. All such questions and their answers will be placed on the MDOT website as soon as possible after receipt of the questions. The names of the entity submitting questions will not be disclosed. The employees and representatives of the Submitter may not contact any MDOT staff (including members of the selection team) other than the MDOT Project Manager, or their designee, to obtain information on the Project. Such contact may result in disqualification.

MDOT Project Manager

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Lori Swanson, P.E.

Michigan Department of Transportation, Metro Region/Oakland TSC

E-mail: SwansonL@michigan.gov

Any news releases pertaining to this RFQ or the services, study, data or project to which it relates will not be made without prior written MDOT approval, and then only in accordance with the explicit written instructions from MDOT. MDOT reserves the right to revise this RFQ at any time before the SOQ due date. Such revisions, if any, will be announced by addenda to this RFQ.

Except as otherwise stated, all information in a Submitter's SOQ and any contract resulting from this RFQ are subject to disclosure under the provisions of the "Freedom of Information Act," 1976 Public Act No. 442, as amended, MCL 15.231, et seq.

2.4 Prequalification

The Submitter and their subcontractors must meet the following prequalification requirements:

Design-Builder Prequalification Requirements

- 17,000 Fa
- OR
- Comb/Jt. 17,000 B, Ea

Engineering Design Firms Prequalification Requirements

- Complex Urban Freeway Design
- Short and Medium Span Bridges
- Geotechnical Engineering Services
- Maintaining Traffic Plans and Provisions

Additional design prequalifications will be listed in the Project's Request for Proposal. At the time this RFQ is issued, MDOT anticipates the following prequalification requirements will be required in the RFP. Firms that satisfy these requirements do not need to be identified or listing in the SOQ.

- Pavement Marking Plans
- Permanent Non-Freeway Traffic Signing Plans
- Road Design Surveys
- Structure Surveys
- Construction Staking
- Landscape Architecture
- Wetland Design

2.5 Major Participants

As used herein, the term "Major Participant" means any of the following entities: all general

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partners or joint venture members of the Submitter; all individuals, persons, proprietorships, partnerships, limited liability partnerships, corporations, professional corporations, limited liability companies, business associations, or other legal entity however organized, holding (directly or indirectly) a 30% or greater interest in the Submitter; any subcontractor(s) that will perform work valued at 30% or more of the overall contract amount; the lead engineering/design firm(s); and each engineering/design sub-consultant that will perform 30% or more of the design work.

2.6 MDOT Consultant/Technical Support

MDOT has retained consultants to provide guidance in preparing and evaluating the RFP and advice on related contractual and technical matters for this design build project. The following consultants are not eligible to participate on any submitter's team: URS Corporation Great Lakes, and Orchard Hiltz and McCliment, Inc.

2.7 Conflicts of Interest

The Proposer shall accept responsibility for being aware of the requirements of 23 Code of Federal Regulations (CFR) 636.116 and include a full disclosure of all potential organizational conflicts of interest in the Proposal.

The Submitter shall complete page 2 of Form 5100D (Forms can be found at this website: <http://mdotcf.state.mi.us/public/webforms/index.cfm>) certifying that they have read and understand MDOT's policy regarding conflict of interest and the CFR and that each Major Participant has done the same. The Submitter shall certify that they and each Major Participant have no conflict of interest with the Project. If there is a conflict with the Project, then the Submitter needs to describe the conflict.

The Submitter agrees that, if after award, an organizational conflict of interest is discovered, the Submitter must make an immediate and full written disclosure to MDOT that includes a description of the action that the Submitter has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, MDOT may, at its discretion, cancel the design-build contract for the Project. If the Submitter was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to MDOT, MDOT may terminate the contract for default.

MDOT may disqualify a Submitter if any of its Major Participants belong to more than one Submitter organization.

2.8 Changes to Organizational Structure

All changes in Key Personnel from a Submitters SOQ to the Submitters proposal in response to the RFP must be approved by MDOT in writing by submitting Form 5100G. Changes in Key Personnel must be approved by MDOT prior to submitting a proposal in response to the RFP. MDOT may revoke an awarded contract if any Key Personnel or Major Participant identified in the SOQ is removed, replaced or added without MDOT's prior written approval. To qualify for MDOT approval, the written request must document that the proposed removal, replacement or addition will be equal to or better than the Key Personnel or Major Participant provided in the SOQ. MDOT will use the criteria specified in this RFQ to evaluate all requests. Form 5100G Changes in Key Personnel must be submitted to MDOT's Project Manager (Forms can be found at this website: <http://mdotcf.state.mi.us/public/webforms/index.cfm>).

2.9 Equal Employment Opportunity

The Submitter will be required to follow both State of Michigan and Federal Equal Employment

Opportunity (EEO) policies.

2.10 Disadvantaged Business Enterprises

It is the policy of MDOT that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, and other small businesses shall have the maximum feasible opportunity to participate in contracts financed in whole or in part with public funds. Consistent with this policy, MDOT will not allow any person or business to be excluded from participation in, denied the benefits of, or otherwise be discriminated against in connection with the award and performance of any U.S. Department of Transportation (DOT)-assisted contract because of sex, race, religion, or national origin. MDOT has established a DBE program in accordance with regulations of the DOT, 49 CFR Part 26. In this regard, the Submitter will take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBEs have the maximum opportunity to compete for and perform the contract. Additional DBE requirements will be set forth in the RFP.

MDOT currently anticipates that the Project will have a DBE goal between 3% and 6%. The anticipated DBE goal is subject to change at the time the RFP is issued.

3.0 CONTENT OF STATEMENT OF QUALIFICATIONS

This section describes specific information that must be included in the SOQ. SOQs must follow the outline of this Section. Submitters shall provide brief, concise information that addresses the requirements of the Project consistent with the evaluation criteria described in this RFQ.

3.1 Introduction (Pass/Fail)

Provide a letter stating the business name, address, business type (e.g., corporation, partnership, joint venture) and roles of the Submitter and each known Major Participant. Identify one contact person and his or her address, telephone and fax numbers, and e-mail address. This person shall be the single point of contact on behalf of the Submitter organization, responsible for correspondence to and from the organization and MDOT. MDOT will send all Project-related communications to this contact person. Authorized representatives of the Submitter organization must sign the letter. If the Submitter is a joint venture, the joint venture members must sign the letter. If the Submitter is not yet a legal entity, the known Major Participants must sign the letter. The letter must certify the truth and correctness of the contents of the SOQ. This information will be used to identify the Submitter and its designated contact, and will be reviewed on a pass/fail basis only and not as part of the qualitative assessment of the SOQ.

3.2 Understanding of Project (25 points)

Based on preliminary information available at the time of the RFQ, provide a synopsis demonstrating the Submitter's understanding of the physical description of the Project, probable impacts of the Project, and potential issues affecting the Project. Demonstrate an understanding of the Project goals and any anticipated approach to achieving the goals discussed in Section 1.2 as the following is specifically addressed:

- a. Understanding of Project scope and schedule
- b. Understanding of the construction requirements needed for the Project
- c. Understanding of the design requirements needed for the Project
- d. Understanding of mobility and safety concerns
- e. Understanding of impacts on the adjacent communities and traveling public

3.3 Qualifications of Team (30 Points)

Provide the qualifications of the Submitters team that includes both construction firm and design firm personnel. The information should address the following:

- a. Management and staff experience, capabilities and functions on projects with a similar scope and with similar design, construction, mobility and maintaining traffic requirements.
- b. Effective project management structure and interaction with MDOT or other entities
- c. Effective utilization of personnel and experience of team members working together
- d. Experience with expedited schedules and timely completion on comparable projects
- e. Experience with on-budget completion of comparable projects
- f. Experience with integrating design and construction activities

3.3.1 Organization of Project Team

Describe the roles of all Key Personnel, Major Participants and identified subcontractors. Include what percent of the named role that the entity is expected to provide.

Provide an organizational chart(s) showing the flow of the “chain of command” with lines identifying participants who are responsible for major functions to be performed and their reporting relationships, in managing, designing and building the Project. The chart(s) must show the functional structure of the organization down to the design discipline leader or construction superintendent level and must identify Key Personnel by name. Identify the Submitter and all known Major Participants in the chart(s).

Submitters may be unable to identify all Major Participants or other subcontractors who are providing construction services (design services meeting the prequalification requirements listed in Section 2.4 must be provided). If a Submitter is unable to provide the name of the construction Major Participants or other subcontractors, they should include a plan of how they will obtain the firm including what qualifications they would expect the firm to provide.

3.3.2 Project Team Communication

The Submitter shall provide information that will show how the Submitter communicates during the execution of the Project. MDOT’s desire is to have a strong single point of contact who controls the project during all phases, including planning, design, and construction. Scoring will be greatest to those Submitters who provide a clear and concise communication plan that incorporates and integrates all components of the Submitters team (i.e. primary designers, subconsultant designers, construction managers, construction field personnel, construction office personnel, material testing personnel, etc.) and inserts MDOT personnel and other appropriate stakeholders (i.e. local residents and businesses, public agencies) within that communication plan (i.e. process for design and construction submittals to MDOT, MDOT involvement in quality checkpoints during design and construction, incorporating MDOT review of design changes during construction, public information plan, etc.).

3.3.3 Staff Service Experience

3.3.3.1 Resumes of Key Personnel

Resumes of Key Personnel shall be provided as Appendix A – Resumes of Key Personnel to the SOQ. Resumes of Key Personnel shall be limited to two pages each and will not be counted

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towards the overall SOQ page limit. If an individual fills more than one position, only one resume is required. The listing below describes the minimum key personnel for the Project (“Key Personnel”), others may be added by the Submitter. Submitters may propose alternate plans to staff and manage the Project. SOQ’s with alternate staffing plans are required to have details of the key staff and their roles and responsibilities in a manner similar to the requirements listed below, including their responsibility on the project and their authority over the design and/or construction operations.

Key Personnel

- a. Submitter’s Project Manager
- b. Project Superintendent
- c. Construction Quality Control Manager
- d. Design Manager
- e. Design Lead Structures Engineer
- f. Design Lead Road Engineer
- g. Design Lead Traffic Engineer

Include the following items on each resume:

- a. Relevant licensing and registration.
- b. Years of experience performing similar work.
- c. Actual work examples on similar projects, including projects, project dates, duties performed and their percentage of time on the project.

3.3.3.2 Qualifications of Key Personnel

Key Personnel will be evaluated, in part, based on the extent they meet and/or exceed the listed qualifications including, but not limited to, relevant education, training, certification, and experience. The following provides expected qualifications of the Key Personnel assigned to the Project. Any certifications required to meet the requirements of the RFQ shall be in place by the time the first notice to proceed is issued. Key Personnel, except as noted, may perform Work in more than one position in the organization.

- a. Submitter’s Project Manager

The Submitter’s Project Manager is expected to have significant experience managing the construction of highway and/or bridge construction projects. Submitter’s Project Manager will be responsible for the overall design, construction, quality management and contract administration for the Project and will:

- (i) Have full responsibility for the prosecution of the Work,
- (ii) Act as agent and be a single point of contact in all matters on behalf of Submitter,
- (iii) Be available (or the Approved designee will be available) at all times that Work is performed, and
- (iv) Have authority to bind Submitter on all matters relating to the Project.

- b. Project Superintendent

The Project Superintendent is expected to have recent experience in highway and/or bridge construction and material testing. The Project Superintendent, or the Approved designee, must be on site during all construction activities. The Project Superintendent must work under the direct supervision of Submitter’s Project Manager.

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c. Construction Quality Control Manager

The Construction Quality Control Manager is expected to have significant recent experience overseeing the inspection and materials testing on highway and/or bridge construction projects.

The Construction Quality Control Manager must work under the direct supervision of Submitter's Project Manager. It must be the responsibility of the Construction Quality Control Manager to manage the Submitter's assigned Quality Control functions and will:

- (i) Not be assigned any other duties or responsibilities on the Project.
- (ii) Visit the site weekly and report on that visit to the MDOT Project Manager.
- (iii) Be available whenever any construction activities are being performed.
- (iv) Have the authority to stop any and all work that does not meet the standards, specifications or criteria established for the Project.

d. Design Manager

The Design Manager is expected to have significant experience in managing the design of highway and/or bridge construction projects and must be a licensed professional engineer in the State of Michigan now or by the award of the project. The Design Manager will be responsible for ensuring that the overall Project design is completed and design criteria requirements are met. The Design Manager will:

- (i) Be available whenever design activities are being performed.
- (ii) Work under the direct supervision of Submitter's Project Manager.

e. Design Lead Structures Engineer

The Design Lead Structures Engineer must be experienced in structures design of the size and type required for the Project and must be a registered professional engineer in the State of Michigan now or by the award of the project.

f. Design Lead Road Engineer

The Design Lead Road Engineer must be experienced in roadway design related to roadway reconstruction projects that include bridges, bridge approach work, and road rehabilitation and must be a registered professional engineer in the State of Michigan now or by the award of the project.

g. Design Lead Traffic Engineer

The Design Lead Traffic Engineer must be experienced in work zone safety, work zone traffic control design, signing design, pavement marking design, have significant recent experience in traffic engineering and traffic management on similar projects, and must be a registered professional engineer in the State of Michigan now or by the award of the project.

3.4 Submitter Experience (30 points)

Describe at least two but a maximum of four projects the Submitter has completed or participated in (if the Submitter is not yet existing or is newly formed, please explain) and at least two but a maximum of four projects each listed Major Participant has managed, designed and/or constructed. For projects in which several of the proposed Major Participants were involved, the Submitter may provide a single project description. Highlight experience relevant to the Project the Submitter/Major Participants have gained in the last 5 years. Cite projects with levels of scope comparable to that anticipated for the Project. Also consider citing projects where construction

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duration is minimized, design schedules were kept, and original design and construction budgets were not increased. Describe the experiences that could apply to this Project. The experience of the Submitter will account for 15 or more of the points out of the 30 points available in this category. The experience of the Major Participants will account for a maximum of 15 points out of the 30 points available in this category. If some Major Participants are unknown at the time SOQ's are submitted, the Submitter's plan (see Section 3.3.1) for obtaining the firm for this area of work will be considered.

Each project description should include the following information:

- a. Name of the project and either the owner's contract number or state project number;
- b. Owner's construction engineer, design engineer, and geotechnical engineer and their current telephone number;
- c. Dates of design, construction, and project management;
- d. Description of the work or services provided and percentage of the overall project actually performed;
- e. Description of scheduled completion deadlines and actual completion dates;
- f. Original design or construction budget and final design or construction cost.

MDOT may elect to use the information provided above as a reference check.

3.5 Past Performance of Designers (10 Points)

MDOT's objective in evaluating Past Performance is to incorporate quality of past performance of the Submitter's design firm(s) into the overall technical score. Past performance of the design firm(s) will be determined based on the Service Vendor Evaluation System at MDOT. If performance evaluations have not been performed, the selection team will contact previous clients and base scoring on feedback received. Past performance for the Submitter's construction company is reflected in the level the firm can bid and will not be part of this score.

3.6 Location (5 points)

MDOT's scoring of location provides additional points for work that is performed within Michigan. Both the Submitter's construction and design firms' location of effort will be taken into account equally (2.5 points total for each). Scoring will depend on percent of work performed in Michigan as follows:

- a. 95 - 100% 5 points
- b. 80 - 94% 4 points
- c. 50 - 79% 3 points
- d. 25 - 49% 2 points
- e. 10 - 24% 1 point
- f. Less than 10% 0 points

3.7 Legal and Financial (Pass/Fail)

The information required in response to Section 3.7 shall be submitted as Appendix B – Legal and Financial. Information provided in response to these sections will not count towards the overall page limitation defined in Section 5.2. Information required by this section will be evaluated on a pass/fail basis.

3.7.1 Acknowledgment of Clarifications and Addenda

Identify all RFQ addenda provided by date and version.

3.7.2 Organizational Conflicts of Interest

Identify all relevant facts relating to past, present or planned interest(s) of the Submitter's team (including the Submitter, Major Participants, proposed consultants, contractors and subcontractors, and their respective chief executives, directors and key project personnel) which may result, or could be viewed as, an organizational conflict of interest in connection with this RFQ.

Disclose any:

- a. current contractual relationships with MDOT (by identifying the MDOT contract number and project manager);
- b. present or planned contractual or employment relationships with any current MDOT employee; and
- c. other circumstances that might be considered to create a financial interest in the contract for the Project by any current MDOT employee if the Submitter is awarded the contract.

The foregoing is provided by way of example, and shall not constitute a limitation on the disclosure obligations.

For any fact, relationship or circumstance disclosed in response to this Section 3.7.2 identify steps that have been or will be taken to avoid, neutralize or mitigate any organizational conflicts of interest.

In cases where Major Participants on different Submitter teams belong to the same parent company, each Submitter must describe how the participants would avoid conflicts of interest through the qualification and proposal phases of the Project.

The required information for Organizational Conflicts of Interest shall be submitted using page 2 of MDOT 5100D_Conflict of Interest Statement. Information provided in response to this section will not count towards the overall page limitation defined in Section 5.2.

3.7.3 Legal Structure

If the Submitter organization has already been formed, provide complete copies of the organizational documents that allow, or would allow by the time of contract award, the Submitter and Major Participants to conduct business in the State of Michigan. If the Submitter organization has not yet been formed, provide a brief description of the proposed legal structure or draft copies of the underlying agreements.

3.7.4 Financial Viability

The Submitter must supply form 1300 EZ with their SOQ to show they will bid on the project when it is advertised. Form 1300 EZ will be required to be resubmitted again before letting. Submitters do not need to provide MDOT Form 1381.

4.0 EVALUATION PROCESS

4.1 SOQ Evaluation

MDOT will initially review the SOQs for responsiveness to the requirements of this RFQ. The information in the SOQ will then be measured against the evaluation criteria described in Section 3.

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Submitter's SOQ response shall be complete based on the RFQ requirements. A non-responsive or partially non-responsive SOQ missing required information may result in a "fail".

4.2 SOQ Scoring

MDOT will evaluate all responsive SOQs and measure each Submitter's response against the project goals and evaluation criteria set forth in this RFQ, resulting in a numerical score for each SOQ. The scoring will be distributed as described in Section 3 and summarized below:

- a. Understanding of Project (25 Points):
- b. Qualifications of Team (30 Points):
- c. Submitter Experience (30 Points)
- d. Past Performance of Designers (10 Points)
- e. Location (5 Points)

4.3 Determining Short-listed Submitters

MDOT will total the scores for each responsive SOQ and prepare a ranked list of Submitters. MDOT intends to short list the most highly qualified Submitters.

MDOT reserves the right, in its sole discretion, to cancel this RFQ, issue a new RFQ, reject any or all SOQs, seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to this RFQ, seek and receive clarifications to an SOQ and waive any deficiencies, irregularities or technicalities in considering and evaluating the SOQs.

This RFQ does not commit MDOT to enter into a contract or proceed with the procurement of the Project. MDOT assumes no obligations, responsibilities and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred by the parties responding to this RFQ. All such costs shall be borne solely by each Submitter.

4.4 Notification of Short Listing

The names and individual scores of the shortlist teams will be posted on MDOT's website. The scores of non-shortlisted firms will also be posted without the names of the teams. See Attachment C for an example. All Submitters will receive their individual scores and comments from MDOT via e-mail within five working days from when the shortlist is posted.

4.5 Debriefing

Feedback may be provided via face to face meeting, phone or email at the discretion of the Project Manager however, it will not be provided until after the award of the contract.

5.0 SOQ SUBMITTAL REQUIREMENTS

The following section describes requirements that all Submitters must satisfy in submitting SOQs. Failure of any Submitter to submit their SOQ as required in this RFQ may result in rejection of its SOQ.

5.1 Due Date, Time and Location

SOQ's are due on Friday May 30, 2014 at 1 PM EST. Any SOQ that fails to meet the deadline or delivery requirement will be rejected without opening, consideration or evaluation. MDOT will not accept SOQs by facsimile.

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SOQ's shall be delivered to the MDOT Project Manager via email or in person. If SOQ's are delivered in person, the Submitter shall provide 5 copies of the SOQ, and one electronic copy of the SOQ on a CD or flash drive.

SOQ's shall be delivered to the following person and location or email address:

Lori Swanson, MDOT Project Manager
Oakland TSC
800 Vanguard Drive
Pontiac, MI 48341
SwansonL@michigan.gov

5.2 Format

All SOQ's must comply with the following:

- a. The SOQ must not exceed 14 single-sided pages. The 14 page limit does not include key personnel resumes (Appendix A – Resumes of Key Personnel), required 5100 forms, 1300EZ forms, and the required legal information (Appendix B – Legal and Financial) defined in Section 3.7. In the 1300EZ form the references to “Bidder” shall mean “Submitter”.
- b. Pages shall be 8 ½ inches by 11 inches.
- c. Font must be a minimum of 12 point.
- d. All pages must be numbered continuously throughout and in the format of “Page 1 of _”, including resumes, 5100 forms, 1300 EZ forms, and legal understanding.
- e. If delivered in person, then submittals shall be stapled in the upper left hand corner and shall be completely recyclable. (E.g. no binders, plastic, spiral binding, etc.)
- f. If emailed, then submittals shall be one file with a 10MB limit and a subject line “I-75/University Drive SOQ-Contractor Name“ clearly labeled. The Project Manager will send an email confirmation immediately upon receipt of receiving the submittal.
- f. Graphics are allowed within established page limits.

6.0 PROCUREMENT PHASE 2

This Section 6.0 is provided for informational purposes only so that each Submitter has information that describes the second phase of the Project procurement process, including a summary of certain anticipated RFP requirements. MDOT reserves the right to make changes to the following, and the short-listed Submitters must only rely on the actual RFP when and if it is issued. This Section 6.0 does not contain requirements related to the SOQ.

6.1 Request for Proposals

The Submitters remaining on the short list following Phase 1 of the procurement process will be eligible to move to Phase 2 and receive an RFP. While MDOT may make the RFP available to the public for informational purposes, only short-listed submitters will be allowed to submit a response to the RFP.

6.2 RFP Structure

The RFP will be structured as follows:

- a. Instructions to Proposers
- b. Contract Documents
 - i. Book 1 (Contract Terms and Conditions)
 - ii. Book 2 (Project Requirements)
 - iii. Book 3 (Standards)
- c. Reference Information Documents (RID)

6.3 Stipends

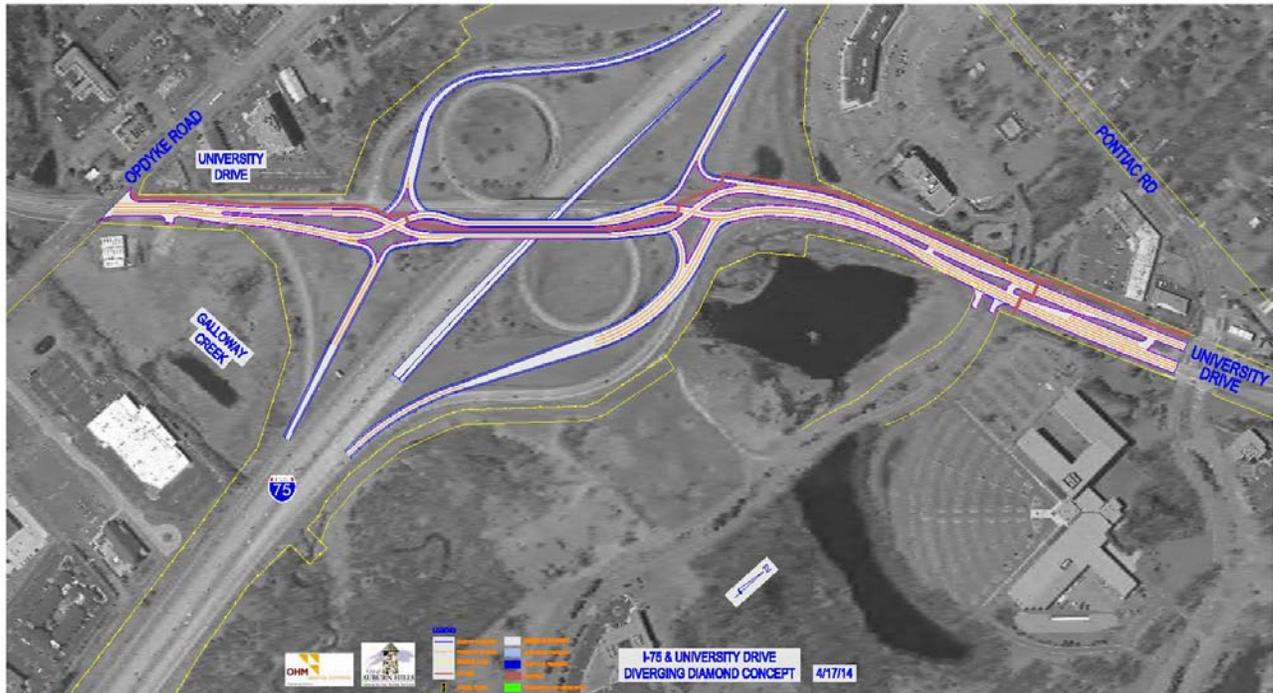
MDOT will pay a \$40,000 stipend for responsive proposals submitted by Proposers (short-listed Submitter) in response to the RFP. A stipend will not be paid to the successful Proposer.

Stipends will not be paid for submitting SOQs.

In consideration for paying the stipend, MDOT may use any ideas or information contained in the proposals in connection with any contract awarded for the Project or in connection with a subsequent procurement, without any obligation to pay any additional compensation to the unsuccessful short-listed Proposers.

Attachment A

Location Map



Attachment B

Preliminary RID Index

The following information is available by CD:

- As-Built Plans
- Preliminary DDI Layout
- Soil Borings

The actual CD is available upon request by contacting:

Lori Swanson
Michigan Department of Transportation
Metro Region
Oakland TSC
800 Vanguard Drive
Pontiac, MI 48341

E-mail: SwansonL@michigan.gov

Attachment C: Example Notice of Shortlisting Results



(DATE OF POSTING)

Metro Region Design-Build Interchange Reconstruction Project

MDOT Job No. 123143

The following teams have been short listed for the I-75/University Drive Diverging Diamond Interchange (DDI) Design-Build Project:

Shortlisted Team Name	Cumulative Score (100 Points)	<u>Criteria 1</u> Project Understanding (25 Points)	<u>Criteria 2</u> Team Qualifications (30 Points)	<u>Criteria 3</u> Team Experience (30 Points)	<u>Criteria 4</u> Past Performance (10 Points)	<u>Criteria 5</u> Location (5 Points)
Company 1						
Company 2						
Company 3						
Non-Shortlisted Scores (Name are not provided)	Cumulative Score (100 Points)	<u>Criteria 1</u> Project Understanding (25 Points)	<u>Criteria 2</u> Team Qualifications (30 Points)	<u>Criteria 3</u> Team Experience (30 Points)	<u>Criteria 4</u> Past Performance (10 Points)	<u>Criteria 5</u> Location (5 Points)
(Intentionally Left Blank)						
(Intentionally Left Blank)						
(Intentionally Left Blank)						