

CHECKLIST TO DESIGNATE AREAS OF EVALUATION FOR REQUESTS FOR PROPOSAL (RFP)

| | | | |
|--|---|---|---|
| | REQUISITION NUMBER | DUE DATE | TIME DUE |
| MDOT PROJECT MANAGER | JOB NUMBER (JN) | CONTROL SECTION (CS) | |
| DESCRIPTION | | | |
| MDOT PROJECT MANAGER: Check all items to be included in RFP WHITE = REQUIRED ** = OPTIONAL Check the appropriate Tier in the box below | | CONSULTANT: Provide only checked items below in proposal | |
| <input type="checkbox"/> TIER I (\$50,000 - \$150,000) | <input type="checkbox"/> TIER II (\$150,000-\$1,000,000) | <input type="checkbox"/> TIER III (>\$1,000,000) | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Understanding of Service ** |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <i>Innovations</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Organizational Chart |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Qualifications of Team |
| Not required as part of Official RFP | Not required as part of Official RFP | <input type="checkbox"/> | Quality Assurance/Quality Control ** |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location: The percentage of work performed in Michigan will be used for all selections unless the project is for on-site p=inspection or survey activities, then location should be scored using the distance from the consultant office to the on-site inspection or survey activity. |
| N/A | N/A | <input type="checkbox"/> | Presentation ** |
| N/A | N/A | <input type="checkbox"/> | Technical Proposal (if Presentation is required) |
| 3 pages (MDOT Forms not counted) (No Resumes) | 7 pages (MDOT Forms not counted) | 14 pages (MDOT forms not counted) | Total maximum pages for RFP not including key personnel resumes. Resumes limited to 2 pages per key staff personnel. |

PROPOSAL AND BID SHEET EMAIL ADDRESS – mdot-rfp-response@michigan.gov

GENERAL INFORMATION

Any questions relative to the scope of services must be submitted by e-mail to the MDOT Project Manager. Questions must be received by the Project Manager at least five (5) working days prior to the due date and time specified above. All questions and answers will be placed on the MDOT website as soon as possible after receipt of the questions, and at least three (3) days prior to the RFP due date deadline. The names of vendors submitting questions will not be disclosed.

MDOT is an equal opportunity employer and MDOT DBE firms are encouraged to apply. The participating DBE firm, as currently certified by MDOT's Office of Equal Opportunity, shall be listed in the Proposal.

MDOT FORMS REQUIRED AS PART OF PROPOSAL SUBMISSION

5100D – Request for Proposal Cover Sheet

5100J – Consultant Data and Signature Sheet (Required only for firms not currently prequalified with MDOT)

(These forms are not included in the proposal maximum page count.)

REQUEST FOR PROPOSAL

The Michigan Department of Transportation (MDOT) is seeking professional services for the project contained in the attached scope of services.

If your firm is interested in providing services, please indicate your interest by submitting a Proposal, Proposal/Bid Sheet or Bid Sheet as indicated below. The documents must be submitted in accordance with the latest (Consultant/Vendor Selection Guidelines for Services Contracts” and “Guideline for Completing a Low Bid Sheet(S)*, if a low bid is involved as part of the selection process. **Reference Guidelines are available on MDOT’s website under Doing Business > Vendor/Consultant Services >Vendor/Consultant Selections.**

RFP SPECIFIC INFORMATION

ENGINEERING SERVICES BUREAU OF TRANSPORTATION PLANNING OTHER

THE SERVICE WAS POSTED ON THE ANTICIPATED QUARTERLY REQUESTS FOR PROPOSALS
 NO YES DATED _____ THROUGH _____

| | |
|---|---|
| <input type="checkbox"/> Prequalified Services – See the attached Scope of Services for required Prequalification Classifications. | <input type="checkbox"/> Non-Prequalified Services – If selected, the vendor must make sure that current financial information, including labor rates, overhead computations, and financial statements, if overhead is not audited, is on file with MDOT’s Office of Commission Audits. This information must be on file for the prime vendor and all sub vendors so that the contract will not be delayed. Form 5100J is required with Proposal for firms not currently prequalified with MDOT |
|---|---|

Qualifications Based Selection – Use Consultant/Vendor Selection Guidelines

For all Qualifications Based Selections, the selection team will review the information submitted and will select the firm considered most qualified to perform the services based on the proposals. The selected firm will be asked to prepare a priced proposal. Negotiations will be conducted with the firm selected.

For a cost plus fixed fee contract, the selected vendor must have a cost accounting system to support a cost plus fixed fee contract. This type of system has a job-order cost accounting system for the recording and accumulation of costs incurred under its contracts. Each project is assigned a job number so that costs may be segregated and accumulated in the vendor’s job-order accounting system.

Qualification Based Selection / Low Bid – Use Consultant/Vendor Selection Guidelines. See Bid Sheet instructions for additional information.

For Qualification Review/Low Bid selections, the selection team will review the proposals submitted. The vendor that has met established qualification threshold and with the lowest bid will be selected.

Best Value – Use Consultant/Vendor Selection Guidelines, See Bid Sheet Instructions below for additional information. The bid amount is a component of the total proposal score, not the determining factor of the selection.

Low Bid (no qualifications review required – no proposal required.) See Bid Sheet Instructions below for additional instructions.

BID SHEET INSTRUCTIONS

Bid Sheet(s) must be submitted in accordance with the “Guidelines for Completing a Low Bid Sheet(s)* (available on MDOT’s website). Bid Sheet(s) are located at the end of the Scope of Services. Submit bid sheet(s) with the proposal, to the email address: mdot-rfp-response@michigan.gov. Failure to comply with this procedure may result in your bid being rejected from consideration.

PARTNERSHIP CHARTER AGREEMENT

MDOT and ACEC created a Partnership Charter Agreement which establishes guidelines to assist MDOT and Consultants in successful partnering. Both the Consultant and MDOT Project Manager are reminded to review the [ACEC-MDOT Partnership Charter Agreement](#) and are asked to follow all communications, issues resolution and other procedures and guidance’s contained therein.

**NOTIFICATION
MANDATORY ELECTRONIC SUBMITTAL**

Proposals submitted for this project must be submitted electronically.

The following are changes to the Proposal Submittal Requirements:

- Eliminated the Following Requirements:
 - Safety Program
 - Communication Plan
 - Past Performance as *a separate section*
 - Separate section for DBE Statement of goals. Include information in Qualification of Team section

- Implemented the Following Changes:
 - All proposals require an Organization Chart
 - Resumes must be a maximum of two pages
 - Only Key (lead) staff resumes may be submitted
 - Tier III proposal reduced from 19 to 14 pages
 - Forms 5100D, 5100I, and 5100G combined – 5100D
 - Forms 5100B and 5100H combined – 5100B
 - RFP's will be posted on a weekly basis -- on Mondays

The following are Requirements for Electronic Submittals:

- Proposals must be prepared using the most current guidelines
- The proposal must be bookmarked to clearly identify the proposal sections (See Below)
- For any section not required per the RFP, the bookmark must be edited to include “N/A” after the bookmark title.
Example: Understanding of Service – N/A
- Proposals must be assembled and saved as a single PDF file
- PDF file must be 5 megabytes or smaller
- PDF file must be submitted via e-mail to MDOT-RFP-Response@michigan.gov
- MDOT's requisition number and company name must be included in the subject line of the e-mail. The PDF shall be named using the following format:
 - Requisition#XXX_Company Name.PDF
- MDOT will not accept multiple submittals
- Proposals must be *received* by MDOT on or before the due date and time specified in each RFP

If the submittals do not comply with the requirements, they may be determined unresponsive.

The Consultant's will receive an e-mail reply/notification from MDOT when the proposal is received. Please retain a copy of this e-mail as proof that the proposal was received on time.
Consultants are responsible for ensuring the MDOT receives the proposal on time.

****Contact Contract Services Division immediately at 517-373-4680 if you do not get an auto response****

Required Bookmarking Format:

- I. Request for Proposal Cover Sheet Form 5100D
 - A. Consultant Data and Signature Sheet, Form 5100J (if applicable)
- II. Understanding of Service
 - A. Innovations
- III. Qualifications of Team
 - A. Structure of Project Team
 - 1. Role of Firms
 - 2. Role of Key Personnel
 - B. Organization Chart
 - C. Location
- IV. Quality Assurance / Quality Control Plan
- V. Resumes of Key Staff
- VI. Pricing Documents/Bid Sheet (if applicable)

2/14/12

**NOTIFICATION
E-VERIFY REQUIREMENTS**

E-Verify is an Internet based system that allows an employer, using information reported on an employee's Form I-9, Employment Eligibility Verification, to determine the eligibility of that employee to work in the United States. There is no charge to employers to use E-Verify. The E-Verify system is operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration. E-Verify is available in Spanish.

The State of Michigan is requiring, under Public Act 200 of 2012, Section 381, that as a condition of each contract or subcontract for construction, maintenance, or engineering services that the pre-qualified contractor or subcontractor agree to use the E-Verify system to verify that all persons hired during the contract term by the contractor or subcontractor are legally present and authorized to work in the United States.

Information on registration for and use of the E-Verify program can be obtained via the Internet at the DHS Web site: <http://www.dhs.gov/E-Verify>.

The documentation supporting the usage of the E-Verify system must be maintained by each consultant and be made available to MDOT upon request.

It is the responsibility of the prime consultant to include the E-Verify requirement documented in this NOTIFICATION in all tiers of subcontracts.

9/13/12

Michigan Department of Transportation

**SPECIAL BIDDING INFORMATION
FOR
TRAFFIC AND SAFETY SERVICES
Retroreflectivity Measurements**

The Michigan Department of Transportation (MDOT) will receive sealed bids from firms to provide retroreflectivity readings and condition assessments of waterborne paint and spray thermoplastic pavement marking material in report form for seven Regions numbered below. In addition, firms will provide retroreflectivity readings of durable markings in various locations.

1. **Bay Region**, which consists of the following counties: Arenac, Bay, Clare, Genesee, Gladwin, Gratiot, Huron, Isabella, Lapeer, Midland, Saginaw, Sanilac, Shiawassee, St. Clair and Tuscola
2. **Grand Region**, which consists of the following counties: Allegan, Barry, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Muskegon, Newaygo, Oceana, Osceola, and Ottawa
3. **Metro Region**, which consists of the following counties: Macomb, Oakland, and Wayne
4. **North Region**, which consists of the following counties: Alcona, Alpena, Antrim, Benzie, Charlevoix, Cheboygan, Crawford, Emmet, Grand Traverse, Iosco, Kalkaska, Leelanau, Manistee, Missaukee, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, Roscommon, and Wexford
5. **Southwest Region**, which consists of the following counties: Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, and Van Buren
6. **Superior Region**, which consists of all counties in Michigan's Upper Peninsula
7. **University Region**, which consists of the following counties: Clinton, Eaton, Hillsdale, Ingham, Jackson, Lenawee, Livingston, Monroe, and Washtenaw

MDOT proposes to enter into a contract or contracts for retroreflectivity readings and condition assessments for the corresponding reports in each numbered Region listed above. Consultants interested in any or all of the Regions listed above should **submit a bid sheet for each one to be considered, in accordance with the "Guidelines for Completing a Low Bid Sheet and Acceptance/ Rejection of Bids"**

Bids are due by October 17, 2016 at noon local time to:

Mary Bramble
Michigan Department of Transportation
Traffic and Safety Support Area
425 W. Ottawa St.
Lansing, Michigan 48909

The lowest "Total Bid" price from the bid sheets for each individual Region will be used for selection. Multiple selections and contracts may result from this advertisement.

A public bid opening will be held at the following location:

Michigan Department of Transportation
Traffic and Safety Support Area
425 W. Ottawa St.
Lansing, Michigan 48909

Consultants need not be present at the bid opening, but are welcome to attend. Contact Mary Bramble (email below) on or before the bid due date if you or a representative wish to be present for the bid opening.

GENERAL NOTICE:

Bids must be signed by an agent authorized to bind the Consultant. Bids must remain valid for a period of at least 120 days from the bids due date.

All information in a Consultant's proposal/bid and any contract resulting from it 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.

The contents of the selected Consultant's proposal/bid shall become contractual obligations if a contract ensues. Failure of the selected Consultant to accept these obligations and/or honor these bids will result in cancellation of the contract.

Any questions should be submitted by e-mail to Mary Bramble at bramblem1@michigan.gov. Questions must be received no less than four business days prior to the bids due date.

Michigan Department of Transportation

**SCOPE OF SERVICES
FOR
SPECIALTY SERVICES
TRAFFIC AND SAFETY SERVICES
Retroreflectivity Measurements**

CONTROL SECTION: 84900

JOB NUMBER(S) AND LOCATIONS:

| LOCATIONS | RETRO JN. |
|-------------------|------------------|
| Bay Region | 131904 |
| Grand Region | 131905 |
| Metro Region | 131906 |
| North Region | 131907 |
| Southwest Region | 131908 |
| Superior Region | 131909 |
| University Region | 131911 |

PROJECT DESCRIPTION:

Provide spring retroreflectivity measurements and condition assessments for waterborne paint and spray thermoplastic pavement marking material in report form. Also provide spring retroreflectivity readings and condition assessments on various durable markings in report format for applicable Regions.

Spring condition assessments will be a subjective summary from the Consultant. A process to be used to determine the condition assessment rating will be provided by the Consultant prior to beginning work subject to the approval of the Project Manager. When summarizing condition, the Contractor shall provide video on CD or DVD of one condition assessment location for each of the seven (7) Region job numbers. The condition assessment location can be any randomly selected 2-mile section of roadway and should represent what a driver would see from their vantage point. Overlay the retroreflectivity readings for this site.

ANTICIPATED SERVICE START DATE: April 1, 2017

ANTICIPATED SERVICE COMPLETION DATE: August 31, 2017
June 30, 2017 – spring readings and reports

PRIMARY PREQUALIFICATION CLASSIFICATION(S): N/A

SECONDARY PREQUALIFICATION CLASSIFICATION(S): N/A

DBE REQUIREMENT: N/A

MDOT PROJECT ENGINEER MANAGER:

Mary K. Bramble, Sr. Pavement Marking Engineer

Traffic Operations

Michigan Department of Transportation

P.O. Box 30050

Lansing, MI 48909

Phone: 517-335-2837

Fax: 517-373-2330

E-mail: bramblem1@michigan.gov

BACKGROUND:

The Michigan Department of Transportation (MDOT) has mobile retroreflectivity measurements taken on 10 to 20 percent of all state trunklines each year. Continuous reflectivity measurements are taken, over a minimum of two miles, and averaged together for each test section.

These measurements allow MDOT to monitor the quality of markings on the roadways.

MDOT is seeking bids for spring retroreflective measurements and condition assessments for waterborne and/or sprayable thermoplastic pavement marking materials on the pavement marking projects in the locations noted previously.

MDOT is also seeking bids for spring retroreflective measurements and condition assessments for various durable pavement marking products in the Bay, Metro, Southwest, Superior, and University Regions.

Measurement quantities per Region have been listed separately in the attached Consultant Bid Sheet, pages 1 through 7.

CONSULTANT RESPONSIBILITIES:

A minimum of one week prior to starting work, the Consultant will provide the Project Manager, Contractor and appropriate Construction staff a proposed schedule of work to be completed. Thereafter, the Consultant will provide an updated schedule to the Project Manager and appropriate Construction staff if changes are made to ensure the program is properly measured.

The Consultant shall work directly with appropriate Construction staff and the pavement marking Contractor to obtain completed contract work records. Since the retroreflective measurements on each route are random, the resulting final retroreflective measurements shall be considered representative of the entire route.

The contract work includes the following tasks:

1. Identify and provide to the Project Manager prior to beginning work the process to be used in determining the condition assessment rating. The proposed process is subject to the approval of the Project Manager.
2. Performing spring retroreflective measurements and condition assessments in 2017 on waterborne and spray thermoplastic placed in 2016.

3. Identification of the Manufacturer/Supplier of the products placed in 2016 (bead and binder) used at each location to be measured.
4. Issuing a report and video of one 2-mile section per Region on the spring data by June 30, 2017.
5. Performing spring retroreflective measurements and condition assessments in 2017 on durable products placed in previous years.
6. Identification of the Manufacturer/Supplier of the durable product(s) used at each durable location to be measured and the year of installation. Identify both bead and binder for liquid durable markings.
7. Issuing a report on the durable marking data by June 30, 2017.

Failure to complete the above tasks as described in this scope of services may initiate termination of the contract.

Equipment and Personnel Requirements

Quality assurance documentation shall be provided by the Consultant to indicate that a daily calibration process has been done successfully on the measurement equipment.

Equipment requirements for this work shall be 30 meter mobile laser technology. Use of other mobile equipment or use of hand-held equipment will not be allowed.

Field Work

Progress Schedule-

All marking data collection for spring measurements is to be performed between April 1, 2017 and June 1, 2017. Data collection may begin prior to April 1st if approved by the Engineer and weather permits.

For spring waterborne and spray thermo condition summaries, video overlay showing the retroreflectivity measurements and a video of the roadway condition shall be required for one randomly selected 2-mile section per location.

Reports

Seven (7) 2017 spring reports will be issued. Reports and videos will be due June 30, 2017.

Waterborne and Sprayable Thermoplastic measurements are to be identified and separated for the average measurements.

Durable products are to be identified and separated for the average measurements.

Reflectivity measurements taken on centerlines striped in the rumble strips are reported with measurements taken on centerlines striped on non-rumbled locations, but should be identified (an asterisk on the line type (CL*) with a legend or a notes column would be sufficient).

Identify the Manufacturer/Supplier of the bead and binder used at each location measured.

Use the following abbreviations for line types and materials:

- Centerline = CL
- Right edge line = REL
- Left edge line = LEL
- Lane Line = LL (label LL1, LL2, etc. for multiple)
- Waterborne = WB
- Sprayable thermoplastic = STP
- Polyurea = POLY
- Modified urethane = MU
- Wet-reflective tape = TAPE
- Extruded thermoplastic = TH

Use the following table to report average measurements:

Table 1. Average Readings

| White Lines | Yellow Lines |
|--|--|
| Ave. Segment Reading (in millicandelas) | Ave. Segment Reading (in millicandelas) |
| ≥375 | ≥186 |
| 251- 374 | 140-185 |
| 175 - 250 | 125-139 |
| 101-174 | 101-124 |
| ≤100 | ≤100 |

All measurement reports shall contain the following:

- Route identification by name (I-XX, US-XX, M-XX).
- Date and direction the route is measured.
- Location information (at minimum the control section, beginning and ending points by control section mile point, and a physical description of the start point (i.e. Main St.)).
- Comparison of the data collected on each route to the average readings listed in Table 1 (Each 2+ mile section is considered a “site”).
- Line average for each line and color by material type and line width (See Table 2).
- Average of each line per route measured. (Group Table 3 data by line type and material per route, then provide retroreflectivity (MCD) and condition averages as shown).
- Identification of material type (i.e. waterborne or sprayable thermoplastic).
- Identification of material Supplier and bead Supplier.
- Identification of the measurements taken on rumble strips (centerline).
- Measurement vehicle/laser identification number.

Sample Tables for use in Reports (**for format only**) are as follows:

Table 2

**WATERBORNE
4" Yellow Markings (Centerlines)**

| RL RANGE | # OF CL SITES | % OF SITES |
|----------|---------------|------------|
| > 185 | 5 | 20.83% |
| 140-185 | 15 | 62.50% |
| 125-139 | 4 | 16.67% |
| 101-124 | 0 | 0.00% |
| < 101 | 0 | 0.00% |
| TOTAL | 24 | 100.00% |

Table 3

| MICH ROUTE | CONTROL SECTION | START PT DESC | BEG MP | END MP | LINE TYPE | MATERIAL TYPE | COND ASSMT | AVG MCD |
|------------|-----------------|---------------|--------|--------|-----------|------------------|------------|------------|
| M-11 | 41061 | 4M S W CO L | 4.3 | 2.3 | CL | WB | 2 | 95 |
| M-11 | 41061 | 5M S JCT I-96 | 4.4 | 6.4 | CL | WB | 3 | 113 |
| | | | | | | Averages: | 2.5 | 104 |
| M-11 | 41061 | 4M S W CO L | 4.3 | 2.3 | REL | STP | 3 | 118 |
| M-11 | 41061 | 5M S JCT I-96 | 4.4 | 6.4 | REL | STP | 5 | 82 |
| | | | | | | Averages: | 4 | 100 |

The Consultant will provide a pdf file of each report.

- Provide video for one randomly selected 2-mile section per Region showing condition assessment for waterborne or sprayable thermoplastic.
- Provide a summary of the condition assessment of waterborne and sprayable thermoplastic per route using Consultant supplied guideline for determining condition.
- Provide a summary of the retroreflectivity readings for durables per route.

Liquidated damages in the amount of \$1,000.00 per report per day may be assessed against the measurement contract for each day the report is not delivered to the Project Manager.

Summary of Data Files

The Consultant will provide a database table, or delimited text file containing a summary of **all raw data** collected in the Region. The electronic file must be capable of being directly uploaded into the Department's database.

At a minimum, this file shall contain:

1. Control Section
2. Actual mile point
3. Pavement marking product type
4. Material Manufacturer
5. Bead type and Supplier
6. A count of the 0.1 mile station averages falling within specified ranges (see Table 2 above for example. Each 0.1 mile section would be considered a "site").

Table 4: Raw Data Table Example

| SURVEY DATE | MICH ROUTE | CONTROL SECTION | LOCATION DESC | MP | RL DIR | LINE TYPE | LINE WIDTH | MATERIAL TYPE | BINDER MFR | BEAD MFR | COND ASSMT | MCD |
|-------------|------------|-----------------|----------------|-----|--------|-----------|------------|---------------|-------------|----------|------------|-----|
| 6/13/2015 | M-11 | 41061 | 0.1M S Main St | 4.3 | S | CL | 4 | STP | 3M | Potters | 2 | 96 |
| 6/13/2015 | M-11 | 41061 | Main St | 4.4 | N | REL | 6 | WB | Ennis-Flint | Swarco | 3 | 113 |

The summary of data files shall be delivered to the Project Manager or designee prior to final payment.

REQUIRED GUIDELINES AND STANDARDS:

Safety: The Consultant shall perform field operations in accordance with the Department's Personal Protective Equipment (PPE) Policy as stated in the MDOT Guidance Document #10118. The Consultant shall perform field operations in accordance with MIOSHA regulations and accepted safety practices.

MEASUREMENT AND PAYMENT:

Travel and sustenance are included in the pay items below and are the responsibility of the Consultant.

Spring 2017

The pay items **Retroreflectivity Measurement, White, 4 inch, Retroreflectivity Measurement, White, 6 inch, Retroreflectivity Measurement, Yellow, 4 inch** and **Retroreflectivity**

Measurement, Yellow, 6 inch includes all mobilization, labor, equipment, sampling, data files, analysis of retro-reflective measurements, **condition measurements and video.**

The pay items **Retroreflectivity Measurement, Durable_White, 4 inch, Retroreflectivity Measurement, Durable_White, 6 inch, Retroreflectivity Measurement, Durable_Yellow, 4 inch** and **Retroreflectivity Measurement, Durable_Yellow, 6 inch** includes all mobilization, labor, equipment, sampling, data files, and analysis of retroreflective measurements.

The Project Manager will be provided with a copy of the analytical results as described in this scope of services. This item will be paid for at the unit price per foot within the maximum quantity indicated for the line item.

The Consultant shall ensure the measurements taken are from the proper Contractor-related work area. Work measured that is identified in an area other than the assigned measurement project area will not be paid for.

The Consultant shall not exceed the proposed quantity shown in the pay items. Any quantities measured beyond proposed plan quantities will not be paid for by the Department without prior written approval from the Project Manager.

The Department will not make final payment until all reports have been issued.

CONSULTANT PAYMENT:

Compensation for this project shall be on a **unit price** basis. This basis of payment typically includes a maximum quantity of units and a maximum reimbursable cost per unit.

All billings for services must be directed to the Department and follow the current guidelines. The latest copy of the "Professional Engineering Service Reimbursement Guidelines for Bureau of Highways" is available on MDOT's website. This document contains instructions and forms that must be followed and used for billing. Payment may be delayed or decreased if the instructions are not followed.

Payment to the Consultant for services rendered shall not exceed the maximum amount unless an increase is approved in accordance with the contract with the Consultant. Typically, billings must be submitted within 60 days after the completion of services for the current billing. The final billing must be received within 60 days of the completion of services. Refer to your contract for your specific contract terms.

CONSULTANT BID SHEET - UNIT PRICE

This bid sheet is required with the response to the Request for Proposal (RFP). All entries on this page must be handwritten in ink or computer generated. Compensation for this project shall be on a **Unit Price** basis.

Priced proposal costs will be required after selection, in accordance with MDOT’s Priced Proposal Guidelines which can be found on the MDOT web page under [Vendor/Consultant Services](#). Payment to the Consultant for services rendered shall not exceed the total bid price.

Note: MDOT reserves the right to reject any or all bids.

Retroreflectivity Measurements on Various Routes Statewide

Bay Region

| ITEMS OF WORK – <u>Spring Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|-----------|------|------------|-------|
| Retroreflectivity Measurement, White | 4 inch | 495,600 | Foot | | |
| | 6 inch | 3,575,400 | Foot | | |
| Retroreflectivity Measurement, Yellow | 4 inch | 1,271,200 | Foot | | |
| | 6 inch | 1,017,200 | Foot | | |

| ITEMS OF WORK – <u>Spring Durable Marking Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|----------|------|------------|-------|
| Retroreflectivity, Measurement, Durable, White | 4 inch | 315,000 | Foot | | |
| | 6 inch | 740,000 | Foot | | |
| Retroreflectivity Measurement, Durable Yellow | 4 inch | - | Foot | n/a | n/a |
| | 6 inch | 740,000 | Foot | | |

Total Bid: _____

Consultant Name: _____

Consultant Signature: _____

Date: _____

The Michigan Department of Transportation reserves the right to reject any or all bids.

Check “UNIT PRICE” column for omissions before entering bid total.

Retroreflectivity Measurements on Various Routes Statewide

Grand Region

| ITEMS OF WORK – <u>Spring Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|-----------|------|------------|-------|
| Retroreflectivity Measurement, White | 4 inch | 426,490 | Foot | | |
| | 6 inch | 2,859,940 | Foot | | |
| Retroreflectivity Measurement, Yellow | 4 inch | 1,040,530 | Foot | | |
| | 6 inch | 1,065,180 | Foot | | |

Total Bid: _____

Consultant Name: _____

Consultant Signature: _____

Date: _____

The Michigan Department of Transportation reserves the right to reject any or all bids.

Check "UNIT PRICE" column for omissions before entering bid total.

Retroreflectivity Measurements on Various Routes Statewide

Metro Region

| ITEMS OF WORK – <u>Spring Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|-----------|------|------------|-------|
| Retroreflectivity Measurement, White | 4 inch | 724,000 | Foot | | |
| | 6 inch | 1,170,000 | Foot | | |
| Retroreflectivity Measurement, Yellow | 4 inch | 400,000 | Foot | | |
| | 6 inch | 882,400 | Foot | | |

| ITEMS OF WORK – <u>Spring Durable Marking Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|----------|------|------------|-------|
| Retroreflectivity, Measurement, Durable, White | 4 inch | 353,000 | Foot | | |
| | 6 inch | - | Foot | n/a | n/a |
| Retroreflectivity Measurement, Durable Yellow | 4 inch | - | Foot | n/a | n/a |
| | 6 inch | - | Foot | n/a | n/a |

Total Bid: _____

Consultant Name: _____

Consultant Signature: _____

Date: _____

The Michigan Department of Transportation reserves the right to reject any or all bids.

Check “UNIT PRICE” column for omissions before entering bid total.

Retroreflectivity Measurements on Various Routes Statewide

North Region

| ITEMS OF WORK – <u>Spring Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|-----------|------|------------|-------|
| Retroreflectivity Measurement, White | 4 inch | 207,200 | Foot | | |
| | 6 inch | 3,292,200 | Foot | | |
| Retroreflectivity Measurement, Yellow | 4 inch | 1,478,200 | Foot | | |
| | 6 inch | 440,230 | Foot | | |

Total Bid: _____

Consultant Name: _____

Consultant Signature: _____

Date: _____

The Michigan Department of Transportation reserves the right to reject any or all bids.

Check "UNIT PRICE" column for omissions before entering bid total.

Retroreflectivity Measurements on Various Routes Statewide

Southwest Region

| ITEMS OF WORK – <u>Spring Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|--|--------|-----------|------|------------|-------|
| Retroreflectivity Measurement, White | 4 inch | 253,210 | Foot | | |
| | 6 inch | 1,721,960 | Foot | | |
| Retroreflectivity Measurement, Yellow | 4 inch | 798,170 | Foot | | |
| | 6 inch | 638,510 | Foot | | |

| ITEMS OF WORK – <u>Spring Durable Marking Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|--|--------|----------|------|------------|-------|
| Retroreflectivity, Measurement, Durable, White | 4 inch | 39,000 | Foot | | |
| | 6 inch | 41,000 | Foot | | |
| Retroreflectivity Measurement, Durable Yellow | 4 inch | - | Foot | n/a | n/a |
| | 6 inch | 41,000 | Foot | | |

Total Bid: _____

Consultant Name: _____

Consultant Signature: _____

Date: _____

The Michigan Department of Transportation reserves the right to reject any or all bids.

Check "UNIT PRICE" column for omissions before entering bid total.

Retroreflectivity Measurements on Various Routes Statewide

Superior Region

| ITEMS OF WORK – <u>Spring Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|-----------|------|------------|-------|
| Retroreflectivity Measurement, White | 4 inch | 176,000 | Foot | | |
| | 6 inch | 3,415,240 | Foot | | |
| Retroreflectivity Measurement, Yellow | 4 inch | 1,519,560 | Foot | | |
| | 6 inch | 121,130 | Foot | | |

| ITEMS OF WORK – <u>Spring Durable Marking Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|----------|------|------------|-------|
| Retroreflectivity, Measurement, Durable, White | 4 inch | 43,000 | Foot | | |
| | 6 inch | 97,000 | Foot | | |
| Retroreflectivity Measurement, Durable Yellow | 4 inch | 232,000 | Foot | | |
| | 6 inch | 340 | Foot | | |

Total Bid: _____

Consultant Name: _____

Consultant Signature: _____

Date: _____

The Michigan Department of Transportation reserves the right to reject any or all bids.

Check "UNIT PRICE" column for omissions before entering bid total.

Retroreflectivity Measurements on Various Routes Statewide

University Region

| ITEMS OF WORK – <u>Spring Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|-----------|------|------------|-------|
| Retroreflectivity Measurement, White | 4 inch | 374,590 | Foot | | |
| | 6 inch | 2,302,140 | Foot | | |
| Retroreflectivity Measurement, Yellow | 4 inch | 925,790 | Foot | | |
| | 6 inch | 1,030,130 | Foot | | |

| ITEMS OF WORK – <u>Spring Durable Marking Readings</u> | | QUANTITY | UNIT | UNIT PRICE | TOTAL |
|---|--------|----------|------|------------|-------|
| Retroreflectivity, Measurement, Durable, White | 4 inch | 10,000 | Foot | | |
| | 6 inch | - | Foot | n/a | n/a |
| Retroreflectivity Measurement, Durable Yellow | 4 inch | 15,000 | Foot | | |
| | 6 inch | - | Foot | n/a | n/a |

Total Bid: _____

Consultant Name: _____

Consultant Signature: _____

Date: _____

The Michigan Department of Transportation reserves the right to reject any or all bids.

Check "UNIT PRICE" column for omissions before entering bid total.