

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

MDOT PROJECT MANAGER		JOB NUMBER (JN)	CONTROL SECTION (CS)
DESCRIPTION			
<b>MDOT PROJECT MANAGER:</b> Check all items to be included in RFP  WHITE = REQUIRED GRAY SHADING = OPTIONAL		<b>CONSULTANT:</b> Provide only checked items below in proposal	
Check the appropriate Tier in the box below			
<b>TIER I</b> <b>(\$25,000-\$99,999)</b>	<b>TIER II</b> <b>(\$100,000-\$250,000)</b>	<b>TIER III</b> <b>(&gt;\$250,000)</b>	
			Understanding of Service
			<i>Innovations</i>
			<i>Safety Program</i>
N/A			Organizational Chart
			Qualifications of Team
			Past Performance
Not required As part of Official RFP	Not required As part of Official RFP		Quality Assurance/Quality Control
			<b>Location:</b> The percentage of work performed in Michigan will be used for all selections unless the project is for on-site 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		Presentation
N/A	N/A		Technical Proposal (if Presentation is required)
3 pages (MDOT Forms not counted) <b>(No Resumes)</b>	7 pages (MDOT Forms not counted)	19 pages (MDOT Forms not counted)	<b>Total maximum pages for RFP not including key personnel resumes</b>

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 Service Contracts" and "Guideline for Completing a Low Bid Sheet(s)", if a low bid is involved as part of the selection process. **Referenced Guidelines are available on MDOT's website under Doing Business > Vendor/Consultant Services > Vendor/Consultant Selections.**

## RFP SPECIFIC INFORMATION

BUREAU OF HIGHWAYS

BUREAU OF TRANSPORTATION PLANNING \*\*

OTHER

THE SERVICE WAS POSTED ON THE ANTICIPATED QUARTERLY REQUESTS FOR PROPOSALS

NO

YES

DATED \_\_\_\_\_ THROUGH \_\_\_\_\_

**Prequalified Services** – See page \_\_\_ of the attached Scope of Services for required Prequalification Classifications.

**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 section team will review the information submitted and will select the firm considered most qualified to perform the services based on the proposals. The selected vendor will be contacted to confirm capacity. Upon confirmation, that firm will be asked to prepare a priced proposal. Negotiations will be conducted with the firm selected.

**\*\*For RFP's that originate in Bureau of Transportation Planning only**, a priced proposal must be submitted at the same time as, but separate from, the proposal. Submit directly to the Contract Administrator/Selection Specialist, Bureau of Transportation Planning (see address list, page 2). The priced proposal must be submitted in a sealed envelope, clearly marked "**PRICE PROPOSAL.**" The vendor's name and return address MUST be on the front of the envelope. The priced proposal will only be opened for the highest scoring proposal. Unopened priced proposals will be returned to the unselected vendor(s). Failure to comply with this procedure may result in your priced proposal being opened erroneously by the mail room.

**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.

**Qualifications Review / 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 and post the date of the bid opening on the MDOT website. The notification will be posted at least two business days prior to the bid opening. Only bids from vendors that meet proposal requirements will be opened. The vendor with the lowest bid will be selected. The selected vendor may be contacted to confirm capacity.

**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

A bid sheet(s) must be submitted in accordance with the "Guideline for Completing a Low Bid Sheet(s)" (available on MDOT's website). The Bid Sheet(s) is located at the end of the Scope of Services. Submit bid sheet(s) separate from the proposal, to the address indicated below. The bid sheet(s) must be submitted in a sealed manila envelope, clearly marked "**SEALED BID.**" The vendor's name and return address MUST be on the front of the envelope. Failure to comply with this procedure may result in your bid being opened erroneously by the mail room and the bid being rejected from consideration.

**PROPOSAL SUBMITTAL INFORMATION**

REQUIRED NUMBER OF COPIES FOR PROJECT MANAGER	PROPOSAL/BID DUE DATE	TIME DUE
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**PROPOSAL AND BID SHEET MAILING ADDRESSES**

Mail the multiple proposal bundle to the MDOT Project Manager or Other indicated below.

MDOT Project Manager

MDOT Other

Mail one additional stapled copy of the proposal to the Lansing Office indicated below.

**Lansing Regular Mail**

**OR**

**Lansing Overnight Mail**

Secretary, Contract Services Div - B470  
Michigan Department of Transportation  
PO Box 30050  
Lansing, MI 48909

Secretary, Contract Services Div - B470  
Michigan Department of Transportation  
425 W. Ottawa  
Lansing, MI 48933

Contract Administrator/Selection Specialist  
Bureau of Transportation Planning B470  
Michigan Department of Transportation  
PO Box 30050  
Lansing, MI 48909

Contract Administrator/Selection Specialist  
Bureau of Transportation Planning B470  
Michigan Department of Transportation  
425 W. Ottawa  
Lansing, MI 48933

**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 four (4) 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.)**

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

**SCOPE OF SERVICE  
FOR  
CONSTRUCTION SERVICES  
MACKINAC BRIDGE AUTHORITY  
Underwater Bridge Inspection**

**CONTROL SECTION:** 86000

**JOB NUMBER:**

**PROJECT LOCATION:** Mackinac Bridge

**DESCRIPTION OF WORK:** To perform in-service safety inspections of submerged substructure elements on the Mackinac Bridge in accordance with National Bridge Inspection Standards (NBIS). The inspection will include B01 and B02 of CS 86000 as well as the submerged portions of the causeway rip rap.

The inspection is broken into two phases: Site inspection and data gathering, and the completion of the report writing and communication of the information to MBA. Both phases must be complete for successful completion of the project.

**ANTICIPATED START DATE:** June 2012

**ANTICIPATED COMPLETION DATE:** December 2012

**PRIMARY PREQUALIFICATION CLASSIFICATION:**

Underwater Bridge Inspection

**SECONDARY PREQUALIFICATION CLASSIFICATION:**

Bridge Safety Inspection

**DBE REQUIREMENT:** None

**MBA PROJECT MANAGER**

**Kim Nowack, P.E.**  
Mackinac Bridge Authority  
N 415 I-75  
St. Ignace, MI 49781  
Phone: (906) 643-7600  
Fax: (906) 643- 7668

Any questions regarding this Scope of Service, please contact the MBA Project Manager.

## **GENERAL INFORMATION**

The scope of work includes performing underwater inspection of all piers and their submerged appurtenances. These inspections shall be performed in accordance with the requirements of the National Bridge Inspection Standards (NBIS). The inspection procedures shall be in accordance with the current edition of the AASHTO Manual for Condition Evaluation of Bridges 2<sup>nd</sup> Edition, 2000 and as amended by the 2001 interim specifications, Federal Highway Administration - Bridge Inspectors' Training Manual/90. These inspections shall consist of sufficient observations and/ or measurements to determine the physical and functional conditions of the underwater portions of the bridge and fully satisfy the National Bridge Inspection Standards.

The Consultant shall furnish all services and labor necessary to conduct and complete the Underwater Bridge Inspection Services described herein. The Consultant shall also furnish all materials, equipment, supplies, and incidentals necessary to perform the Services. The Services shall be performed to the satisfaction of the Department and MBA consistent with applicable professional standards.

The Consultant's principal contact with the MBA shall be through the designated MBA Project Manager.

The Services described herein are financed with public funds. The Consultant shall comply with all applicable Federal and State laws, rules, and regulations

## **PURPOSE**

In accordance with the National Bridge Inspection Standards (NBIS), each bridge under MDOT jurisdiction, which has submerged substructure elements that cannot be checked by wading, must be inspected by a qualified diver on a periodic basis.

The deliverable for this authorization will be the "Inspection Report." This report will have several components as noted below and will be reviewed and attested to be accurate and complete under seal of a Professional Engineer.

## **DURATION & SCHEDULE**

### **A. Schedule of Dates and Milestones**

The CONSULTANT must develop a schedule to perform the inspections and submit it to the MBA PM for approval. The CONSULTANT must be prepared to begin work within one week of receiving Notice to Proceed (NTP). Any changes to the schedule must be submitted in writing to the MBA PM for approval prior to the change. Failure to progress in alignment with the schedule will be considered as failing to meet the terms of the contract and may result in the cancellation of the contract.

## **B. Meetings**

The Consultant must attend an initial pre-inspection meeting, a draft report review meeting, and a project closeout meeting. All meetings will be at the Mackinac Bridge Authority administration building at a time mutually agreed upon. The expected dates for these meetings are shown below, however they may be adjusted as mutually agreed to by both MBA PM and the CONSULTANT. It is also anticipated that several informal progress meetings or phone updates will occur during the contract duration.

### **1. Pre-inspection Meeting**

The purpose of the Pre-inspection meeting is to cover the operational aspects of the inspection process with the MBA PM and/or other MDOT personnel, deliver and review the inspection schedule, exchange telephone numbers, reinforce safety issues, and answer any questions that the inspector or engineer may have.

It is anticipated that this meeting will be in June of 2012.

### **2. Post-inspection Meeting**

The purpose of the Post-inspection Meeting is to review the preliminary inspection findings.

It is anticipated that this meeting will be immediately following the on-site inspection.

### **3. Project Closeout Meeting**

The purpose of the Project Closeout meeting is to submit the final Inspection Reports and review them with the MBA PM. The MBA PM will also provide feedback to the CONSULTANT on the overall performance of the contract.

It is anticipated that this meeting will be in November of 2012.

## **ADDITIONAL INFORMATION:**

The CONSULTANT must provide personnel with qualifications that meet or exceed the requirements below and comply with all applicable FHWA regulations. One individual may act in different capacities at different times. However, they must meet the qualifications of both jobs. This accommodation does not allow for a reduction in staff size at the site as described below.

Changes made to the Project Manager Team Leader that occurs after the authorization must be submitted in writing for MBA's project manager's approval. Failure to comply with this requirement may result in termination of the contract.

The Project Manager/Team Leader will be responsible for writing the Inspection Report and will be the primary contact with MBA's project manager.

Only one manager level position will be allowed and paid for on this project.

**A. DIVER INSPECTION TEAM COMPOSITION**

The bridge will be inspected by a diving team of three (3) people composed of a Diver(s) and Tender(s). For open water dives, the team will be composed of a diver and two (2) tenders. The Consultant PM may also serve as one of the team members if properly certified. The Consultant PM will act as Team leader while in the field.

**B. DIVER QUALIFICATIONS**

The divers must be certified by a national recognized authority, such as the Professional Association of Diving Instructors (PADI) or Association of Commercial Diving Educators (ACDE) in the type of diving equipment that will be used for the inspection. They must be in sound physical condition and have proof of a medical physical examination within the last twelve (12) months on file with the company.

The divers must have Three years of documented structural inspection experience with bridges and similar structures. This experience must be actual performance of the work and not supervision of ancillary activities.

The divers must be able to verbally communicate well and be able to write and sketch the observations found during the inspection.

The divers must be Qualified Team Leaders as defined by NBIS.

**C. DIVER TENDER QUALIFICATIONS**

The Diver Tender(s) must have two (2) years of experience in assisting diver

operations. This must be actual performance of the work and not supervision or ancillary activities.

## **INSPECTION AND REPORT REQUIREMENTS**

### **Bridge File review**

In this phase of the work, the Consultant will take several steps to review the documentation for each bridge and register on-line to be assigned the forms to complete.

- A. The Qualified Diver must register on-line with the MDOT Michigan Bridge Inspection System (MBIS) bridge data collection application, at the “New Consultant/Inspector Registration”. This person’s name will appear on all inspection documents.
- B. Review the bridge files, and become familiar with the documentation for each bridge at the MBA administration offices.
- C. Review previous underwater inspection reports, if available.

### **Diver Inspection**

Briefly stated, the Diver Inspection Team will go to the bridge site, enter the water with underwater breathing equipment, and physically examine (Level I) the condition of the structure under the water’s surface and just above it. This inspection will be done according to NBIS and will include a topographical examination of the streambed in and around the substructure elements and probing along the mud line for support. The Diver Inspection Team will record their observations in narrative form as well as with sketches and pictures as is appropriate.

**Problems, which could affect the continued safe operation of the bridge, must be brought to the attention of the MBA PM before the Diver Inspection Team leaves the site.**

### **Diver Inspection Report**

The Diver Inspection Team will take the information and data obtained in the field and assemble it into a report for delivery to the MBA. The report will contain a written description of the conditions found at the site, above and below water as may be applicable, and contain a statement as to the condition of the substructure elements (i.e. good, fair, poor), identify all deleterious conditions and an estimate of the magnitude of each, and provide photographs and sketches of the substructure element and the effected areas. The conditions shall be reported in sufficient detail to make it possible to check and report significant changes during future inspections and to estimate the extent of any necessary repair.

A Michigan Registered Professional Engineer working for the consultant will review the underwater inspection for compliance with the NBIS and CFR 650 for the thoroughness of the inspection. The report will be sealed and signed by the consultant attesting to this review.

One (1) draft copy of each report will be provided to the MBA Project Manager. It will be marked up by MBA with comments and returned to the consultant for review and discussion. The consultant will then incorporate revisions into the final reports. MBA reserves the right to request additional

drafts for review if, in the opinion of MBA's Project Manager, the changes required are extensive. The contract will be unsatisfactory if the consultant fails to make changes to the reports as required by MBA's Project Manager.

The consultant will provide five (5) hard copies of the report. The report will also contain one compact disk with electronic copies of the final report and photographs.

The consultant will be required to recommend updated NBIS ratings for the Substructure Elements (Item 60), Channel and Channel Protection (Item 61), Pier Protection (Item 111), as part of the deliverables. The consultant will also be required to use the Michigan Bridge Inspection System to complete the underwater inspection form, SI&A item 92B and include a copy of this report in the final report. This portion of the deliverables will be coordinated with the MBA PM and completed at the time of the inspections.

The report shall be cross-referenced and the narrative section shall include reference to drawings, photographs, etc., that illustrate conditions being discussed. The recommendations, in particular, shall include cross-referencing to narrative, drawings and photographs.

The CONSULTANT will submit to the MBA PM a sample report page listing the standard observations/measurements for a review of the content and format. This format will be used for all the piers being inspected.

## **EQUIPMENT**

The CONSULTANT will be responsible for providing all equipment necessary to complete the project in an efficient and safe manner. The CONSULTANT will be responsible for selecting the type of dive equipment (SCUBA, surface-supplied air, or mixed gas) that will best be suited for the work at a given site and is required to have all of the typical forms of commercial diving equipment available for the project. The boat or marine vessel used for the project must have room to accommodate the MBA staff as necessary.

The CONSULTANT must provide all of the necessary inspection tools for completion of the inspection. Typical items such as cameras, hammers, lights, message boards, and scrapers can be expected.

The consultant must provide all of the necessary personal safety equipment for each employee at the work site.

All equipment must be in sound working order, meeting applicable inspections for safe operation. Lost time due to equipment failures will not be paid for.

## **SAFETY**

The Mackinac Bridge Authority requires safe working operations. The waterway at the bridge site is heavily traveled by commercial and pleasure boat traffic. All operations of the consultant must be

conducted in a manner that will not interrupt commercial traffic or be a threat to pleasure boaters. All inspection activities will be conducted during daylight hours and the dive boat operator must be constantly vigilant, and prepared to take action, if traffic threatens the diving operation. The consultant shall not work in hazardous weather conditions. The consultant and its employees must be trained in all the applicable state and federal regulations as well as industry practices for the work being performed. It is not the responsibility of the MBA or the MBA PM to regulate the CONSULTANT's safety practices, however the MBA PM has the authority to have any individual removed who is found to be working unsafely. If the consultant is found to be working unsafely, the MBA PM can stop all operations and terminate the contract.

The CONSULTANT will be responsible for coordination with United States Coast Guard for diving operations located in designated Navigable Waters.

Some, but not all, of the regulations that can be expected to apply are the latest revisions of:

1. Michigan Occupational Safety and Health Administration regulations (MIOSHA) Part 79 & Part 504, Diving Operations.
2. Occupational Safety and Health Administration regulations (OSHA) Subpart N, Commercial Diving Standards.
3. Marine Occupational Safety and Health Standards (USCG Regulations), 46 CFR 197.200-197.488 plus Appendix A, Subchapter V.
4. Consensus Standards for Commercial Diving Operations, Association of Diving Contractors, latest edition (ADC Standards)

### **EXISTING RECORDS AND DATA**

MBA will furnish the consultant access to any available pertinent information related to the structure being inspected.

Information furnished to the consultant is not to be released or distributed to any outside agency without written permission from MBA's project manager.

### **BRIDGE PROTECTIVE MEASURES:**

See Exhibit 1 attached.

### **REFERENCE MATERIALS**

The CONSULTANT is to have the following reference material and be familiar with their contents.

1. National Bridge Inspection Standards (NBIS).
2. AASHTO Manual for Condition Evaluation of Bridges
3. AASHTO Manual for Maintenance Inspection of Bridges
4. FHWA Publications:
  - a. Bridge Inspector's Reference Manual (BIRM)

- b. Inspection of Fracture Critical Bridge Members
- c. Underwater Inspection of Bridges

**CONSULTANT PAYMENT - Actual Cost Plus Fixed Fee:**

Compensation for this project shall be on an **actual cost plus fixed fee** basis. This basis of payment typically includes an estimate of labor hours by classification or employee, hourly labor rates, applied overhead, other direct costs, subconsultant costs, and applied fixed fee.

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.

Direct expenses, if applicable, will not be paid in excess of that allowed by the Department for its own employees in accordance with the State of Michigan's Standardized Travel Regulations. Supporting documentation must be submitted with the billing for all eligible expenses on the project in accordance with the Reimbursement Guidelines. The only hours that will be considered allowable charges for this contract are those that are directly attributable to the activities of this project.

The use of overtime hours is not acceptable unless prior written approval is granted by the MDOT Region Engineer/Bureau Director and the MDOT Project Manager. Reimbursement for overtime hours that are allowed will be limited to time spent on this project in excess of forty hours per person per week. Any variations to this rule should be included in the priced proposal submitted by the Consultant and must have prior written approval by the MDOT Region Engineer/Bureau Director and the MDOT Project Manager.

The fixed fee for profit allowed for this project is 11.0% of the cost of direct labor and overhead.

**The hours billed for inspectors will not begin until the inspectors report to the project site or to the project office.**

## EXHIBIT 1

### **MACKINAC BRIDGE PROTECTIVE MEASURES**

The following provisions address the intention to safeguard the Mackinac Bridge.

It is expected the CONSULTANT will disclose the provisions described below to its SUBCONSULTANT(S) and all prospective employees before the CONSULTANT presents any individual employee to the MBA as their personnel authorized to work on this Michigan Department of Transportation (MDOT) CONTACT.

The CONSULTANT and all personnel performing the work will be expected to fully comply with all provisions.

#### **A CONFIDENTIALITY PROVISIONS**

The CONSULTANT agrees that all information related to any work performed under this CONTRACT authorization, including, but not limited to, copies of plans, reports and/or other documents used or generated related to the work performed, is confidential. Any information provided by the Michigan Bridge Authority (MBA) or obtained by the CONSULTANT or its SUBCONSULTANT(S) relating to the work to be performed shall not be reproduced or distributed to any individuals without the express written approval of the Mackinac Bridge Authority Engineer (ENGINEER). The CONSULTANT agrees to maintain all information related to this project as confidential except any information that is required to be disclosed by court order.

Structural information concerning the Mackinac Bridge is exempt from disclosure under the Michigan Freedom of Information Act (FOIA) Act 442 of 1976, (15.2 MCL). Section 13 of the Act specifically exempts from disclosure information relating to bridges or documents related to the bridges as they are "public works" and "[r]ecords or information of measures designed to protect the security or safety of persons or property." Other exemptions may be applicable as well.

All original plans and/or documents related to any and all project work done under this authorization that is hereafter part of this Contract and all copies thereof shall be returned to the MBA when the projects are completed. The CONSULTANT agrees that all original plans and documents related to the projects and all copies thereof belong to the MBA. The CONSULTANT further agrees that it will not make copies of any plans or documents related to the projects without the prior written consent of the ENGINEER. All documents prepared by the CONSULTANT including tracings, drawings, estimates, specifications, field notes, investigative studies, and other relevant documents, are the property of the MBA and will not be furnished to any other party without the prior written permission of the ENGINEER.

The CONSULTANT agrees that if the CONSULTANT or its SUBCONSULTANT(S) violates the confidentiality provisions of this authorization the CONSULTANT will be financially responsible for consequential damages, including, but not limited to, the costs associated with assessing the potential threat and providing additional security systems to the Mackinac Bridge.

A violation of these CONFIDENTIALITY PROVISIONS shall be considered a breach of this authorization and this Contract. MDOT may, in its sole discretion, terminate this authorization and the Contract for any breach of these CONFIDENTIALITY PROVISIONS.

## B EQUIPMENT INSPECTION PROVISIONS

The ENGINEER may refuse to allow the CONSULTANT or its SUBCONSULTANT to use equipment brought to the Mackinac Bridge due to security concerns. Equipment brought to the Mackinac Bridge for use by the CONSULTANT or its SUBCONSULTANT(S) will be made available and subject to inspection by the ENGINEER or a duly designated inspection agent prior to its use or at any time while onsite.

A violation of this EQUIPMENT INSPECTION PROVISION shall be considered a breach of this authorization and this Contract. MDOT may, in its sole discretion, terminate this authorization and the Contract if the EQUIPMENT INSPECTION PROVISIONS are not met by the CONSULTANT or its SUBCONSULTANT(S).

## C PERSONNEL SPECIAL SECURITY PROVISIONS

The CONSULTANT agrees to initially submit a complete list to the ENGINEER at the pre-inspection meeting that identifies all personnel and their SUBCONSULTANT(S) personnel that will have access to the documents discussed above and any information that is produced as a result of the work that they will perform. The list shall include, at a minimum, each identified person's full name, driver's license or identification number, social security number, place and date of birth. A current photograph from a valid identification document must also be provided for each person identified on the list. The list with accompanied photograph shall be updated if personnel are added or dropped from the workforce.

The CONSULTANT shall also provide, at or before the pre-inspection meeting, criminal background checks of all personnel that they indicate will perform work at any time under this contract authorization.

Requests for such additional background checks may be initiated by the ENGINEER at any time. The CONSULTANT expressly recognizes and agrees to cooperate, if the ENGINEER, in its sole discretion, desires to conduct an investigation concerning the eligibility of any personnel identified to perform work on this project. Such investigations may include Michigan State Police Background checks (ICHAT OR LEIN) and may include the National Crime Information Center (NCIC) Finger Prints. The personnel that are identified and listed may be required to complete and submit an RI-8 Fingerprint Card for the NCIC Finger Print Checks. Any personnel, if requested, that refuses or fails to submit an RI-8 Fingerprint Card for the NCIC Finger Print Checks must be replaced with personnel acceptable to the ENGINEER.

Only personnel with satisfactory criminal background checks that are acceptable to the ENGINEER will be authorized to perform work under this contract authorization.

The identity of all personnel working at the bridge will be subject to verification by the ENGINEER or a duly designated verification agent at the start of each workday. Off-site personnel are subject to verification by the ENGINEER or a duly designated verification agent at any time. Personnel that are not verified will not be permitted access to the bridge or the documents discussed above.

The CONSULTANT remains fully responsible for providing employees that will be able to obtain and maintain acceptable security checks and achieve verification that satisfy the MBA. The CONSULTANT shall not be entitled to extensions of time while suitable replacements are obtained.

A violation of these PERSONNEL SPECIAL SECURITY PROVISIONS shall be considered a breach of this authorization and this Contract. MDOT may, in its sole discretion, terminate this authorization and the Contract for any breach of these PERSONNEL SPECIAL SECURITY PROVISIONS.

#### D. STATE OF MICHIGAN'S IT POLICY PROVISION

All personnel employed by the CONSULTANT and its SUBCONSULTANT(S) must agree to and comply with the State of Michigan's IT resource acceptable use policy if accepted as personnel authorized to work on this Contract.

A violation of these STATE OF MICHIGAN'S IT POLICY PROVISION shall be considered a breach of this authorization and this Contract. MDOT may, in its sole discretion, terminate this authorization and the Contract for any breach of these STATE OF MICHIGAN'S IT POLICY PROVISION.

## **Mackinac Bridge Underwater Pier Inspection Basic Data**

## **B01 of CS 86000 Main Bridge**

- ! 31 piers to inspect (piers no. 3 through 33)
  
- ! Depth of water varies from approx. 3 feet to approx. 140 feet, as follows (depths determined in Sept of 2000, and are approximate):
  - " pier no. 3 through 8, less than 60' deep
  - " pier no. 9 through 17, between 60'-100' deep
  - " pier no. 18 through 20, between 100'-140' deep
  - " pier no. 21 through 22, less than 60' deep
  - " pier no. 23, between 60'-100' deep
  - " pier no. 24 through 33, less than 60' deep
  
- ! Approximate pier sizes vary as shown below:
  - " pier no. 3, 46' x 30'
  - " pier no. 4 through 6, 24' x 46'
  - " pier no. 7 through 10, 50' diameter
  - " pier no. 11 through 12, 56' 4" diameter
  - " pier no. 13 through 14, 50' diameter
  - " pier no. 15, 44' 5" diameter
  - " pier no. 16, 40' 5" diameter
  - " pier no. 17, 135' x 115'
  - " pier no. 18, 44' x 92'
  - " pier no. 19 through 20, 116' diameter
  - " pier no. 21, 2 @ 50' diameter
  - " pier no. 22, 135' x 115'
  - " pier no. 23, 50' diameter
  - " pier no. 24, 42 diameter
  - " pier no. 25 through 27, 38' diameter
  - " pier no. 28, 46' x 32'
  - " pier no. 29, 24' x 46'
  - " pier no. 30 through 33, 46' x 26'

**B02 of CS 86000 "Trestle Bridge"** - This bridge falls within the length of the causeway of the Mackinac Bridge. B02 is approximately 95 feet long and supported on piling. The water is less than 25 feet deep.

**Causeway Rip Rap** - The causeway of the Mackinac Bridge is between B01 and the toll booths. It is approximately 2500 feet long (inspection length approximately 5000 feet). The depth of the water at the toe of the causeway is less than 25 feet deep.