REQUEST FOR QUALIFICATIONS

MICHIGAN DEPARTMENT OF TRANSPORTATION
Bid-Build Project

Amtrak/Michigan Line at Jackson and Mechanic Street Bridges
In City of Jackson, Jackson County

Job Numbers: 204744A

Original Issue

~~May 21, 2021~~August 4, 2021

For Information Only

Table of Contents

1 INTRODUCTION 1

1.1 PROCUREMENT PROCESS 1
1.2 PROJECT GOALS 1

2 BACKGROUND INFORMATION; RFQ PROCESS 2

2.1 PROJECT DESCRIPTION; SCOPE OF WORK 2
2.2 PROJECT SCHEDULE 3
2.3 INQUIRIES AND GENERAL INFORMATION 4
2.4 PREQUALIFICATION 4
2.5 MAJOR PARTICIPANTS 5
2.6 MDOT CONSULTANT/TECHNICAL SUPPORT 5
2.7 (NOT USED) 5
2.8 CHANGES TO ORGANIZATIONAL STRUCTURE 5
2.9 FEDERAL REQUIREMENTS 5
2.10 EQUAL EMPLOYMENT OPPORTUNITY 5
2.11 DISADVANTAGED BUSINESS ENTERPRISES 5

3 CONTENT OF STATEMENT OF QUALIFICATIONS 7

3.1 INTRODUCTION (PASS/FAIL) 7
3.2 UNDERSTANDING OF PROJECT (30 POINTS) 7
3.3 QUALIFICATIONS OF TEAM (35 POINTS) 7
3.3.1 Organization of Project Team 8
3.3.2 Project Team Communication 8
3.3.3 Key Personnel ..... 9~~8~~
3.4 SUBMITTER EXPERIENCE (35 POINTS) ..... 10~~10~~
3.5 (NOT USED) ..... 11~~10~~
3.6 LEGAL AND FINANCIAL (PASS/FAIL) ..... 11~~10~~
3.6.1 Organizational Conflicts of Interest ..... 11~~10~~
3.6.2 Legal Structure ..... 11~~10~~
3.6.3 Financial Viability 11

4 EVALUATION PROCESS 12

4.1 SOQ EVALUATION 12
4.2 SOQ SCORING 12
4.3 DETERMINING SHORTLISTED SUBMITTERS 12
4.4 NOTIFICATION OF SHORTLISTING 12
4.5 DEBRIEFING 12

5 SOQ SUBMITTAL REQUIREMENTS 13

5.1 DUE DATE, TIME AND LOCATION 13
5.2 FORMAT 13

6 PROCUREMENT PHASE 2 13

For Information Only

Attachments

ATTACHMENT A LOCATION MAP 14
ATTACHMENT B (NOT USED) 15
ATTACHMENT C (NOT USED) 16
ATTACHMENT D EXAMPLE NOTICE OF SHORTLISTING RESULTS 17
ATTACHMENT E SUBMITTER INTRODUCTION FORM 18
~~ATTACHMENT A LOCATION MAP~~ ..... **Error! Bookmark not defined.**~~14~~
~~ATTACHMENT B PRELIMINARY REFERENCE INFORMATION DOCUMENTS~~ **Error! Bookmark not defined.**~~15~~
~~ATTACHMENT C (NOT USED)~~ ..... **Error! Bookmark not defined.**~~16~~
~~ATTACHMENT D EXAMPLE NOTICE OF SHORTLISTING RESULTS~~ ..... **Error! Bookmark not defined.**~~17~~
~~ATTACHMENT E SUBMITTER INTRODUCTION FORM~~ ..... **Error! Bookmark not defined.**~~18~~

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1 INTRODUCTION

The Michigan Department of Transportation (MDOT) is requesting Statements of Qualifications ("SOQs") from entities ("Submitters") interested in submitting proposals for the construction of the Amtrak/Michigan Line including the replacement of the Jackson Street and Mechanic Street structures, retaining walls, track improvements, and municipal utility modification in the City of Jackson, in Jackson County (the "Project"). The Project will be funded with state and federal-aid dollars thereby requiring the Submitters adhere to all pertinent federal, state and local requirements.

1.1 Procurement Process

MDOT will use a two-phase procurement process to select a 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 qualified to successfully deliver the Project.

In the second phase, MDOT will advertise the Project through a traditional Bid-Build procurement. Only the qualified Submitters will be eligible to bid on the Project. MDOT may award a contract for the Project to the lowest responsive qualified bidder. Each shortlisted Submitter that submits a bid in response to the advertisement is referred to herein as a "Bidder".

1.2 Project Goals

The following goals have been established for the Project:

A. Meet critical construction timeframes based on freight and passenger train service needs
B. Closely coordinate work with multiple railroads including Amtrak and Jackson and Lansing Railroad (JAIL)
C. Construct project within a highly constrained area using existing railroad and city-owned road right-of-way
D. Coordinate project with City of Jackson
E. Minimize impacts to critical third-party utilities
F. Provide close coordination with affected utility companies to promote the successful and timely delivery of the project
G. Safety
    i. Provide a safe Project area for the traveling public and workers during execution of the Project
    ii. Provide a solution consistent with current MDOT, FHWA, and AASHTO practices, guidelines, policies, and standards
H. Quality - Provide a high-quality product that minimizes future maintenance
I. Budget - Complete the Project within MDOT's established budget
J. Meet Project schedule

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2 BACKGROUND INFORMATION; RFQ PROCESS

2.1 Project Description; Scope of Work

The Project is located along I-94BR (Louis Glick Highway), Mechanic Street, Jackson Street, and Blackstone Street in the City of Jackson, Jackson County, and includes the following major items of work:

- Replacement of two railroad bridges (Jackson Street and Mechanic Street)
- Construction of micropile foundations at Jackson Street and Mechanic Street Bridges
- Construction and erection of MP 75.94 Jackson St. bridge superstructure on temporary shoring adjacent to proposed abutments to perform a superstructure bridge slide-in for ABC bridge construction.
- Construction and erection of MP 75.79 Mechanic St. bridge superstructure on nearby temporary shoring and performing a superstructure lift-in for ABC bridge construction.
- Construction of 777ft of anchored sheet pile walls for retaining walls along the MP 75.94 Jackson St. bridge.
- Construction of 381ft of anchored sheet pile wall, 34ft of augured soldier pile wall and 45ft of modular block wall for retaining walls along the MP 75.79 Mechanic St. bridge.
- Raising the railroad track grade and track reconstruction work along 0.4 miles of the Michigan Line from west of Blackstone St. to west of Francis St.
- Electrical work for lighting to be constructed and attached under both structures.
- Municipal utility relocation work for water and sanitary sewer at both structures.
- Roadway, curb, sidewalk and driveway reconstruction work required along Jackson St., Van Buren St., Mechanic St., Detroit St. and Louis Glick Hwy.
- Railroad grade crossing removal and reconstruction combined with roadway, curb and sidewalk reconstruction along Blackstone St. at railroad grade crossing location.
- Reconstruction and vertical profile raise of the Blackstone Street railroad at-grade crossing and approaches.
- Reconstruction and a 3-1/2 foot maximum vertical profile raise of the two mainline railroad tracks to improve the vertical under clearance and reduce high load strikes at Jackson Street
- Installation of approximately 1,300 lineal feet of new retaining wall to limit adjacent property impacts and minimize construction impact area
- Reconstruction of approximately 500 lineal feet of failing concrete retaining wall separating the Jackson and Lansing Railroad Company and Michigan Line operations east of Mechanic Street
- Construction of a pedestrian tunnel under the Michigan Line railroad corridor west of Mechanic Street for the Iron Bell Trail
- Installation of new streetscape elements including lighting and pavement markings within the construction impact area
- Replacement of sidewalk and roadway surfaces within the construction impact area
- Other miscellaneous and safety items

The Project scope encompasses one project number as follows:

JN 204744 - The Amtrak/Michigan Line from west of Blackstone Street easterly to west of Martin Luther King Jr Drive in the City of Jackson

Traffic is expected to be maintained with the following restrictions. The Contract Documents will contain the final requirements for maintaining traffic.

- Jackson St., Van Buren St., Mechanic St. and Detroit St. to be closed and detoured for most of the project.
- Blackstone St. to be closed and detoured for the duration of railroad track grade raise and railroad grade crossing removal and reconstruction work.
- No temporary lane closures or traffic control devices will be permitted within the right of way of the Michigan Line or JAIL railroads except where shown in the plans.

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- No lane closure taper(s) may extend through the railroad crossing. Traffic lane shifts cannot transition over the crossing.
- No construction traffic control devices may be placed in the railroad crossing or closer than 25 ft. from the outside rail on either crossing approach.
- Only close the WB through lane of the Louis Glick Hwy (M-50) at Mechanic Street no more than 3 occasions on a Saturday from 7 am to 5 pm to facilitate construction of the SW Quadrant of Mechanic Street and Louis Glick Hwy.
- The north Michigan Line track can only be closed two times and the South Michigan Line track can only be closed one time during the duration of the project.
- The north and south tracks of Michigan Line, which include closure of both the Mechanic Street, and Jackson Street bridges, can only be closed simultaneously during only one occasion continuously for no more than a 120-hour period.
- The Jackson and Lansing (JAIL) railroad can be closed during the 120-hour closure period for the Michigan Line.
- The Jackson and Lansing (JAIL) railroad may be closed on weekends from Friday, 9 pm to Sunday, 9 pm or the railroad may be closed from Saturday, 8 am to Monday, 8 am. The weekend closures must not be consecutive with the 120-hour closure period for the Michigan Line.

Project information and data is included in attachments as follows:

- Attachment A – Location Map
- Attachment B – ~~Preliminary Reference Information Documents (RID)~~(Not Used)

Reference Information Documents (RID) and reference to any website (including the Project Webpage) in this RFQ are provided for reference and background information only. MDOT has not determined whether the RID are without error, complete, pertinent, or of any other value to potential contractors. MDOT makes no representation as to the accuracy, completeness, or pertinence of the RID or information in any referenced website (including the Project Webpage), and, in addition, shall not be responsible for any interpretations thereof or conclusions drawn therefrom. The information contained in the RID or set forth in any referenced website (including the Project Webpage) reflects information as of any date or time identified therein.

The RID provided are in draft format and are being provided for informational purposes only. The RID provided are subject to revision, correction, or alteration. MDOT may not provide notification of such changes. The RID provided will not be used or relied upon for bidding or estimating purposes, nor will they otherwise be considered contractual or binding in nature.

2.2 Project Schedule

MDOT anticipates carrying out the first phase of the procurement process contemplated hereby in accordance with the following schedule:

Issue Revised RFQ	~~May 20, 2021~~August 4, 2021
Deadline for submitting RFQ questions	~~June 11~~August 13, 2021, 4:00 pm EST
SOQ due date	~~June 18~~August 20, 2021, 4:00 pm EST
Evaluation of SOQs	~~June 18-23~~August 21-September 2, 2021
Anticipated Notification of shortlisted Submitters (Bidders)	~~June 24~~September 3, 2021
Anticipated Project Re-Advertisement	~~June 24~~September 3, 2021
Anticipated Letting	October 1, 2021
Anticipated Contract Award	~~September~~November 2021
Anticipated Substantial Completion	November 2022

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This schedule is subject to modification at the sole discretion of MDOT. Submitters will be notified of any change by an addendum to this RFQ. MDOT intends to advertise the Project shortly after selection of the shortlisted Bidders and to prosecute the procurement to a Contract award thereafter. The Contract Documents will establish the Project schedule including open to traffic and completion dates.

2.3 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 at https://www.michigan.gov/mdot/0,4616,7-151-9625_21539_53226-559124--,00.html .

In order to facilitate receipt, processing and response, all questions regarding the Project shall be submitted by e-mail to the MDOT Innovative Contracting Project Manager listed below by the date indicated in Section 2.2. The employees and representatives of the Submitter may not contact any MDOT staff (including members of the selection team) other than the MDOT Innovative Contracting Project Manager, or their designee, to obtain information on the Project. Such contact may result in disqualification.

MDOT may make edits in addenda to this RFQ in response to clarification requests. Alternatively, MDOT may respond to those questions that MDOT deems to be material and not adequately addressed through potential addenda to the RFQ. MDOT will post any such responses and/or addenda to this RFQ on the MDOT Innovative Contracting website.

Proposers are responsible for monitoring the Project Webpage for information concerning this procurement.

MDOT Innovative Contracting Project Manager

James Ranger, P.E.
Michigan Department of Transportation, Innovative Contracting Unit
E-mail: rangerj@michigan.gov

Addenda to the RFQ:

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 and posted on the MDOT Innovative Contracting website. Submitters are responsible for monitoring the MDOT Innovative Contracting website for information concerning this procurement as teams responding to this RFQ will be required to acknowledge in Attachment E, Submitter Introduction Form, that they have received and reviewed all Addenda posted thereon.

News Releases:

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.

Observers During Evaluation:

Submitters are advised that observers from federal or other agencies affected by the Project and local governmental entities, may observe the SOQ evaluation process and will have the opportunity to review the SOQs after the SOQ Due Date.

Disclosure:

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:

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Contractor Prequalification Requirements

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2.5 Major Participants

As used herein, the term "Major Participant" means any of the following entities: all general 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; and any subcontractor(s) that will perform work valued at 30% or more of the overall contract amount.

2.6 MDOT Consultant/Technical Support

MDOT has retained consultants to provide guidance in preparing and evaluating the Contract Documents and advice on related contractual and technical matters for this project. The following consultants are not eligible to participate on any Submitter's team: Alfred Benesch & Company, Quandel Consultants LLC, DLZ Michigan Inc., AECOM Great Lakes Inc., Rowe Professional Services Company, Somat Engineering Inc., Surveying Solutions Inc., Jacob Gate & Associates LLC.

2.7 (Not Used)

2.8 Changes to Organizational Structure

All changes in Key Personnel or a Major Participant from a Submitter's SOQ to the Submitter's Proposal in response to the advertised Project shall be approved by MDOT in writing by submitting Form 5100G. Changes in Key Personnel or a Major Participant shall be approved by MDOT at least two weeks prior to the letting date. 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 shall 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 shall be submitted to MDOT's Innovative Contracting Project Manager as identified in Section 2.3 (Forms can be found at this website: https://mdotjboss.state.mi.us/webforms/WebFormsHome.htm).

2.9 Federal Requirements

Submitters are advised that the Contract Documents will be drafted based on the assumption that the Project will be eligible for federal-aid funds. Therefore, the procurement documents and the Contract shall conform to requirements of applicable federal law, regulations and policies. MDOT anticipates that certain federal procurement requirements will apply, including but not limited to Equal Opportunity requirements (Title VI of the Civil Rights Act of 1964, as amended), requirements applicable to DBEs (Title 49 Code of Federal Regulations Part 26, as amended), Small Business requirements (United States Code Sections 631 et seq.), Buy America requirements (49 Code of Federal Regulations Part 661) and Davis-Bacon wage rates. MDOT reserves the right to modify the procurement process described herein to address any concerns, conditions or requirements of federal agencies, including the Federal Highway Administration ("FHWA"). Proposers shall be notified in writing via an addendum of any such modifications.

2.10 Equal Employment Opportunity

The Submitter will be required to follow both State of Michigan and Federal Equal Employment Opportunity (EEO) policies.

2.11 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

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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.

MDOT anticipates that the Project will have a DBE goal of 0%.

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3 CONTENT OF STATEMENT OF QUALIFICATIONS

This section describes specific information that shall be included in the SOQ. SOQs shall follow the outline of this Section 3.0. Submitters shall provide brief and concise information that addresses the requirements of the Project consistent with the evaluation criteria described in this RFQ. SOQs shall be submitted exclusively in the English language, inclusive of English units of measure and cost terms in United States of America dollar denominations.

3.1 Introduction (Pass/Fail)

The Submitter must complete and sign the Submitter Introduction Form (Attachment E). **The form certifies the truth and correctness of the contents of the SOQ.** This information will be used to define the Submitter team structure and composition, 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 (30 points)

Based on 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, potential issues and risks affecting the Project, and Submitter approach to delivering the Project and potential solutions to probable impacts and risks. Demonstrate an understanding of the Project goals discussed in Section 1.2 as the following areas are specifically addressed:

A. Understanding of Project scope;
B. Understanding of the construction and schedule requirements needed for the Project~~;~~, including understanding of the critical rail construction elements, railroad coordination, and timeframes including the 120-hour track outage;
C. Understanding of mobility and safety concerns;
D. Understanding of impacts on the adjacent communities and traveling public, including passenger and freight rail customers;
E. Understanding the potential risks associated with the Project and mitigation efforts that will be needed to remove or reduce the risk to meet the Project goals~~.~~, including reducing risks associated with rail construction and coordination to avoid impacts to the active rail line(s) and associated rail customers;
F. Understanding of specialized bridge construction procedures
G. Understanding of utility coordination efforts and process for resolving conflicts;
H. Understanding the environmental concerns for the Project;
I. Understanding of fracture critical member (FCM) specialized fabrication and erection requirements per AWS D1.5 and AREMA;
~~H.~~J. Understanding of Tied Back Augered Soldier Pile wall construction, post-tensioning, anchoring and grouting

3.3 Qualifications of Team (35 points)

Provide the qualifications of the Submitter's team. The information should address the following:

A. Management and staff experience, capabilities and functions on projects of comparable scope and with similar conditions.;
B. The strength and depth of experience of the Key Personnel for the Project listed in Submitter's response;
C. Effective project management structure and interaction with MDOT or other entities;
D. Effective utilization of personnel and experience of team members working together;
E. Experience delivering 2-4 similar projects with expedited schedules.
F. Experience with ~~railroad~~ construction of mainline class four railroad specifications in constrained, active railroad corridor, including ballast excavation, subgrade and ballast grading, track installation, signal

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work, and continuous welded rail;

G. Experience with specialized bridge construction
H. Experience with expedited schedules and timely completion on comparable projects;
I. Experience with on-budget completion of comparable projects;
J. Company experience and qualifications that are relevant to the Project scope;
K. Experience with utility coordination efforts and conflict resolutions; and
L. Experience with meeting NEPA and permit requirements and mitigation efforts required when environmentally sensitive areas are encountered.
M. Qualifications and experience relating to successful Maintenance of Traffic operations on comparable projects.

3.3.1 Organization of Project Team

A narrative describing the Submitter's teaming arrangements, its management structure and management approach. The narrative should include, at a minimum, a discussion of the following:

A. How the Submitter team will operate, in light of the complexity and sequencing of the Project;
B. The experience of the team members working together on other comparable projects and the results of that experience; and
C. How the management structure will facilitate the management of the Project risks., including how the Project Manager will engage Submitter's railroad construction staff to ensure the team is fully integrated to successfully plan, manage, and construct the project and ensure risks associated with railroad construction are minimized.
D. Approach to fabrication and erection of FCMs per AWS D1.5 Fracture Control Plan (FCP) and AREMA, including engagement of subcontractors;
C.E. Approach to post-tensioned tied back walls, augering, stressing, anchoring and grouting, including engagement of subcontractors.

Describe the roles of all Key Personnel, Major Participants and identified subcontractors. The entity meeting each of the construction prequalification classifications listed in section 2.4 must be identified. 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 construction supervisor 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 subcontractors who are providing services. If a Submitter is unable to provide the name of the 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 within the Submitter organization, with MDOT, and with others during the execution of the Project. MDOT's desire is to have a strong single point of contact who controls the Project. Scoring will favor those Submitters who provide a clear and concise communication plan that incorporates and integrates all components of the Submitter's team (i.e. 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 construction submittals to MDOT, MDOT involvement in quality checkpoints during construction, public information plan, etc.).

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3.3.3 Key Personnel

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 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, which may be approved in MDOT's sole discretion. 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 construction operations.

Key Personnel

A. Project Manager
B. Project Supervisor
C. Construction Quality Control Manager
D. Railroad Construction Manager

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 Minimum Qualifications of Key Personnel

Key Personnel will be evaluated, in part, based on the extent they meet and/or exceed minimum qualifications including, but not limited to, relevant education, training, certification, and experience. The following provides minimum 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. One person may be proposed in more than one Key Personnel position, unless otherwise noted.

A. Project Manager:

   The Submitter's Project Manager shall have a minimum of 5 years of recent experience managing construction projects with a similar scope of work, including railroad construction. The Submitter's Project Manager will be responsible for the overall 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 Supervisor:

   The Project Supervisor shall have a minimum of 10 years of recent experience managing field operations on construction projects of similar scope. The Project Supervisor must be on site during all construction activities (or the Approved designee must be on site). The Project Supervisor must work under the direct supervision of Submitter's Project Manager. The Project Supervisor is responsible for ensuring that the Project is constructed in accordance with the Project requirements. The Project Supervisor is responsible for managing the Contractor construction personnel, scheduling of the construction activities and administering all construction requirements of the Contract.

C. Construction Quality Control Manager:

   The Construction Quality Control Manager is expected to have a minimum of 10 years of recent

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experience overseeing the inspection and materials testing on construction projects of similar scope.

It shall be the responsibility of the Construction Quality Control Manager to manage the Submitter's construction Quality Control functions and will:

i. Not be assigned any other duties or responsibilities on the Project.

ii. Visit the site as necessary to validate construction quality, respond to any quality issues, and report on that visit to the MDOT Project Manager.

iii. Shall be independent of direct scheduling or production activities and reports directly to the Contractor's management team.

iv. Be available whenever any construction activities are being performed.

v. Have the authority to stop any and all work that does not meet the specifications established for the Project.

D. Railroad Construction Manager:

The Railroad Construction Manager shall have a minimum of 5 years of experience managing field operations on rail construction projects of comparable scope. The Railroad Construction Manager (or his/her Approved Designee) must be on site during all railroad construction activities. The Railroad Construction Manager must work under the direct supervision of Submitter's Project Manager. The Railroad Construction Manager is responsible for ensuring that the railroad elements of the Project are constructed in accordance with the Project requirements and for ensuring that coordination with the railroads is successful. The Railroad Construction Manager is responsible for managing the Contractor's railroad construction personnel, scheduling of railroad material procurement and construction activities and administering all railroad construction requirements of the Contract.

SOQs shall include an express written statement from the Submitter committing that the Key Personnel designated in the SOQ for the positions or roles described in this Section 3 shall be available to serve the role so identified in connection with the Project.

3.4 Submitter Experience (35 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 and, if applicable, its railroad construction subcontractor has 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 duration is minimized, schedules were kept, and original 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 25 points available in this category. The experience of the Major Participants will account for a maximum of 10 points out of the 25 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 project manager (i.e. the owner's construction manager) and their current telephone number;

C. Dates of construction;

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 construction budget and final construction cost.

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

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3.5 (Not Used)

3.6 Legal and Financial (Pass/Fail)

The information required in response to this Section 3.6 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.

3.6.1 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 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: (a) any current contractual relationships with MDOT (by identifying the MDOT contract number and project manager) that may result in, or could be viewed as a potential conflict of interest on this Project; (b) present or planned contractual or employment relationships with any current MDOT employee; and (c) any 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 3.6.1 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 shall describe how the participants would avoid conflicts of interest through the qualification and proposal phases of the Project.

3.6.2 Legal Structure

If the Submitter organization has already been formed but does not currently have paperwork on file with MDOT, 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. MDOT will verify the legal structure of Submitters with paperwork currently on file with MDOT. 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.

3.6.3 Financial Viability

The Submitter shall supply form 1300 EZ with their SOQ, if one is not currently on file with MDOT 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. MDOT will verify the financial viability of Submitters who have a current 1300EZ form on file with MDOT.

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4 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. 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 (30 Points)
B. Qualifications of Team (35 Points)
C. Submitter Experience (35 Points)

4.3 Determining Shortlisted Submitters

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

Shortlisted teams will have their Submitter's names and scores posted on MDOT's innovative contracting website, which will serve as the shortlisting announcement. Teams that are not shortlisted will only have their scores posted; however, each Submitter will receive their individual score sheet from MDOT via e-mail within five working days of the scores and shortlist results being posted. See Attachment D for an example of the shortlisting announcement.

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.

For Information Only

5 SOQ SUBMITTAL REQUIREMENTS

The following section describes requirements that all Submitters shall 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

SOQs are due on the date and time listed in Section 2.2. Any SOQ that fails to meet the deadline or delivery requirement will be rejected without opening, consideration or evaluation.

SOQs shall be delivered via email to the MDOT Innovative Contracting Project Manager identified in Section 2.3 and copied to the MDOT Project Manager shown below. The SOQs shall have the subject line of **"SOQ – Amtrak/Michigan Line in Jackson"**. MDOT will not accept SOQs by facsimile, or any other means of delivery.

MDOT Project Manager:
Jim D'Lamater, P.E.
E-mail: DLamaterj@michigan.gov

5.2 Format

All SOQ's shall comply with the following:

A. Provide a Portable Document File (PDF) that is bookmarked. The maximum file size allowable for emailing is 14 megabytes (MB). The subject of the email shall be **"SOQ – Amtrak/Michigan Line in Jackson"**.
B. The SOQ shall not exceed ~~14~~ 16 single-sided pages. The ~~14~~ 16 page limit does not include key personnel resumes (Appendix A – Resumes of Key Personnel), submitter introduction (Appendix E – Submitter Introduction Form), and the required legal information (Appendix B – Legal and Financial) defined in Section 3.6. In the 1300EZ form, the references to "Bidder" shall mean "Submitter".
C. Pages shall be 8 ½ inches by 11 inches.
D. Font must be a minimum of 12 point.
E. All pages must be numbered continuously throughout and in the format of "Page 1 of _", including resumes and legal understanding.
F. Graphics are allowed within established page limits. Text used on graphics shall be legible and shall be used to describe the contents of the graphic. Any additional narrative text that does not directly relate to a graphic may be excluded from MDOT consideration at MDOT's sole discretion.

6 PROCUREMENT PHASE 2

The Project is anticipated to be advertised for the MDOT letting stated in section 2.2 Project Schedule.

For Information Only

Attachment A Location Map

For Inform

Attachment B (Not Used) ~~Preliminary Reference Information Documents~~

~~INDEX OF REFERENCE INFORMATION DOCUMENTS~~

~~These documents are provided on MDOT ProjectWise. Access can be obtained by contacting James Ranger, MDOT Innovative Contracting Project Manager at rangerj@michigan.gov. When requesting access, also copy (cc) Jason Pittman and Jim D'Lamater, MDOT Project Managers at pittmanj@michigan.gov and dlamaterj@michigan.gov.~~

~~RID PLANS AND DATA~~
~~Plans and Proposal~~
~~Final Project Coordination (FPC) Plans*~~
~~Final Project Coordination (FPC) Proposal*~~

~~*Plans and Proposal are in progress at the final project coordination stage of development and are subject to change.~~

For Information Only

Attachment C (Not Used)

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Attachment D Example Notice of Shortlisting Results

(DATE OF POSTING)

Amtrak/Michigan Line in Jackson

MDOT Job No. 204744

The following teams have been shortlisted for the Amtrak/Michigan Line Project:

Shortlisted Team Name	**Cumulative Score** (100 Pts. Max.)	**Criterion #1** **Project Understanding** (30 Pts. Max.)	**Criterion #2** **Team Qualifications** (35 Pts. Max.)	**Criterion #3** **Submitter Experience** (35 Pts. Max.)	**Criterion #4** **Not Used**
Company 1					
Company 2					
Company 3					
Company 4					
Company 5					
Non-Shortlisted Scores **(Names are not provided)**	**Cumulative Score** (100 Pts. Max.)	**Criterion #1** **Project Understanding** (30 Pts. Max.)	**Criterion #2** **Team Qualifications** (35 Pts. Max.)	**Criterion #3** **Submitter Experience** (35 Pts. Max.)	**Criterion #4** **Not Used**
(Intentionally Left Blank)					
(Intentionally Left Blank)					
(Intentionally Left Blank)					
(Intentionally Left Blank)					

For Information Only

Attachment E Submitter Introduction Form

Submitter Organization Information: *If the Submitter is a joint venture, include information from each member of the joint venture.*

Business Name:	
Business Address:	
Business Type: (corporation, partnership, joint venture, etc.)	

Submitter's Point of Contact: *This person will be the single point of contact on behalf of the Submitter organization, responsible for correspondence to and from the organization to MDOT. MDOT will send all Project-related communications to this contact person.*

Name:	
Address:	
Telephone number:	
E-mail Address:	

Major Participants:

Major Participant Name/Contact	Address of Head Office	Description of Role/Prequalification

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Acknowledgement of RFQ Addenda: *Identify and acknowledge all RFQ addenda provided by number and date.*

Addenda Number:	Addenda Date:	Acknowledgement: (check box)
		☐
		☐
		☐

Signatures:

This form is required to be signed by authorized representatives of the Submitter organization. If the Submitter is a joint venture, the joint venture members shall sign the form. If the Submitter is not yet a legal entity, the known Major Participants shall sign the form.

By signing below, the Submitter certifies the truth and correctness of the contents of the SOQ, including this Submitter Introduction Form.

Printed Name:	Signature:	Date:	Organization/Role:

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