

REQUEST FOR QUALIFICATIONS

**MICHIGAN DEPARTMENT OF TRANSPORTATION
Superior Region**

US-41/M-26 over Portage Lake

Job Numbers: 118271A & 119802A

Original Issue

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1.0 INTRODUCTION

The Michigan Department of Transportation (MDOT), Superior Region, is requesting Statements of Qualifications (“SOQs”) from entities (“Submitters”) interested in submitting proposals for bridge rehabilitation on US-41/M-26 over the Portage Lake, B01 of 31012, (the “Project”). The US-41/M-26 over the Portage Lake bridge is an eleven span, double-deck lift bridge. The Project will be funded with state and federal-aid dollars thereby requiring that Submitters adhere to all pertinent federal, state and local requirements. See the title sheet for a map showing the project location.

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 qualified to bid on the Project.

In the second phase, MDOT will advertise the Project to qualified Submitters. 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.

1.2 Project Goals

The Purpose of this Project is to complete the following major tasks while considering the complex nature of the bridge, and while minimizing impacts to the traveling public:

- a) Install work platforms and scaffolding sufficient to complete the work and allow for MDOT inspection
- b) Jack the lift span and install blocking/cribbing for the counterweight wire rope removal and replacement.
- c) Removal and replacement of the existing counterweight wire ropes.
- d) Replacement of the main and auxiliary motor drives and control system integration.
- e) Removal and replacement of the counterweight balancing chains for the replacement of the existing balance chain bushings.
- f) Replacement of main drive machinery pinions.
- g) Hydraulic cylinder replacement for the span locks and intermediate supports.

The following goals have been established for the Project:

- a) Safety
 - Provide a safe Project area for the traveling public and workers during execution of the Project.
- b) Quality
 - Provide a high quality product that minimizes future maintenance
 - Conduct work operations in a manner that takes into account the complexity of the existing movable span structure
 - Conduct work operations in a manner that takes into account the complexity of the various electrical and mechanical rehabilitation items involved in the Project including jacking the lift span and replacing the existing counterweight wire ropes.
- c) Meet project schedule

1.3 Submitter Information

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

2.0 BACKGROUND INFORMATION; RFQ PROCESS

2.1 Project Description; Scope of Work

The project is located in the cities of Houghton and Hancock, Franklin Township, Houghton County, along US-41/M-26. The project encompasses control section 31012 and job numbers 118271A & 119802A, which includes the following:

JN 118271A

Structural rehabilitation (including deck patching, healer/sealer on bridge deck, structural steel repair, partial painting, substructure repair, timber pile replacements and scour countermeasures), mechanical rehabilitation (including replacing counterweight wire ropes, balance chain bushings and pinions), electrical work (including main and auxiliary motor drive replacement), Homeland Security recommendations and maintaining traffic.

JN 119802A

Repairs to the operator’s house due to a high load hit (including heat straightening structural steel, replacing portions of operator’s house floor, partial painting) and maintaining traffic.

2.2 Project Schedule

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

Phase 1 – Request for Qualifications

Deadline for submitting RFQ questions	August 18, 2014; 1 PM EST
SOQ due date	September 2, 2014; 1 PM EST
Anticipated Notification of short-listed Submitters	September 9, 2014

Phase 2 of process will be advertisement of the project for a minimum of three weeks for the November 7, 2014 letting. Construction is anticipated to start in December, 2014 and be completed by April, 2016.

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: <http://www.michigan.gov/ic>. Click on “US-41/M-26 over Portage Lake” under the 2014 Innovative Contracting Projects heading. The project plans and proposal have been placed on the MDOT FTP website under the following link: [Plans & Proposal for RFQ](#)

All questions regarding the Project must be submitted by e-mail to the MDOT Project Manager listed below. Questions shall be received by 1:00 p.m. EST on the date indicated in Section 2.2. All such questions and their answers will be placed on the MDOT website as soon as possible after receipt of the questions. The names of the entity submitting questions will not be disclosed. The employees and representatives of the Submitter may not contact any MDOT staff (including

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members of the selection team) other than the MDOT Project Manager, or their designee, to obtain information on the Project. Such contact may result in disqualification.

Jose Garcia

Michigan Department of Transportation, Special Structures

E-mail: garciaj@michigan.gov

1. Addenda to the RFQ

If it becomes necessary to revise any part of the RFQ, addenda will be posted on the MDOT website (<http://www.michigan.gov/ic>).

2. 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. MDOT reserves the right to revise this RFQ at any time before the SOQ due date. Such revisions, if any, will be announced by addenda to this RFQ.

3. Disclosure

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

2.4 Prequalification

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

Contractor Prequalification Requirements

- Net classification required for this project is Project Specific Prequalification.

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.

3.0 CONTENT OF STATEMENT OF QUALIFICATIONS

This section describes specific information that must be included in the SOQ. SOQs must follow the outline of this Section 3.0. Submitters shall provide brief, concise information that addresses the requirements of the Project consistent with the evaluation criteria described in this RFQ.

3.1 Introduction (Pass/Fail)

Provide a letter stating the business name, address, business type (e.g., corporation, partnership, joint venture) and roles of the Submitter and each known Major Participant. Identify one contact person and his or her address, telephone and fax numbers, and e-mail address. This person shall be the single point of contact on behalf of the Submitter organization, responsible for correspondence to and from the organization and MDOT. MDOT will send all Project-related communications to this contact person. Authorized representatives of the Submitter organization must sign the letter.

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If the Submitter is a joint venture, the joint venture members must sign the letter. If the Submitter is not yet a legal entity, the known Major Participants must sign the letter. The letter must certify the truth and correctness of the contents of the SOQ. The Submitter must identify all addenda provided by date and version. This information will be used to identify the Submitter and its designated contact, and will be reviewed on a pass/fail basis only and not as part of the qualitative assessment of the SOQ.

3.2 Proposed Work Plan (40 points)

Based on provided plans and specifications, provide a synopsis demonstrating the Submitter's understanding of the physical description of the Project, probable impacts of the Project, and potential issues affecting the Project. Demonstrate an understanding of the Project goals discussed in Section 1.2 as the following is specifically addressed:

- a. A description and bidder's approach to jacking and shimming the lift span to permit the removal and replacement of the counterweight wire ropes.
- b. A description and bidder's approach to the removal of the existing counterweight wire ropes and erection of the proposed counterweight wire ropes, including transferring load to the new counterweight wire ropes, rope tensioning, and methods to measure and verify appropriate rope tension.
- c. A description and bidder's approach showing an understanding of the criticality of furnishing, fabricating and installing mechanical and electrical equipment along with systems integration and testing.
- d. A description of the lift span balancing and machinery indexing.

3.3 Qualifications of Team (30 Points)

Provide the qualifications of the Submitters team. The information should address the following:

- a. Management and staff experience, capabilities and functions on projects of similar scope involving mechanical and electrical rehabilitation of a movable span structure.
- b. Provide the name of the licensed Professional Engineer(s) responsible for the testing and calculations necessary for span balancing and machinery indexing.

3.4 Submitter Experience (30 points)

Describe three (3) projects the Submitter, or the submitter's team has completed or participated in (if the Submitter is newly formed, please explain). Highlight experience relevant to the Project the Submitter/Major Participants have gained in the last six (6) years. Cite projects with levels of scope comparable to that anticipated for the Project.

Each project description should include the following information:

- a. Project name;
- b. Owner/Agency name;
- c. Owner/Agency contact person and telephone number;
- d. Year(s) constructed;
- e. Contract cost;
- f. Role of key staff proposed for US-41/M-26 over the Portage Lake project;
- g. General description of the work.

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

4.0 EVALUATION PROCESS

4.1 SOQ Evaluation

MDOT will initially review the SOQs for responsiveness to the requirements of this RFQ. The information in the SOQ will then be measured against the evaluation criteria described in Section 3. 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. Proposed Work Plan (40 Points):
- b. Qualifications of Team (30 Points):
- c. Submitter Experience (30 Points)

4.3 Determining qualified Submitters

MDOT will total the scores for each responsive SOQ and prepare a ranked list of Submitters. To be qualified to bid, Submitters must attain a minimum score of 85.

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 Qualification

The evaluation results will be posted on MDOT's website. Only the names of the qualified bidders that obtained at least the minimum score will be listed. Each Submitter will receive their individual score sheet from MDOT via facsimile or e-mail within five working days of the evaluation results being posted.

4.5 Debriefing

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

5.0 SOQ SUBMITTAL REQUIREMENTS

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

5.1 Due Date, Time and Location

SOQ's are due on Tuesday, September 2, 2014 at 1 PM EST. Any SOQ that fails to meet the deadline or delivery requirement will be rejected without opening, consideration or evaluation.

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MDOT will not accept SOQs by facsimile.

SOQ's shall be delivered to the MDOT Project Manager via email. The file size of the SOQ shall be limited to 10 MB.

SOQ's shall be delivered to the following person:

Jose Garcia
MDOT Special Structures
Email: garciaj@michigan.gov

5.2 Format

All SOQ's must comply with the following:

- a. The SOQ must not exceed 13 single-sided pages. The page limit includes the letter described in Section 3.1.
- b. Pages shall be 8 ½ inches by 11 inches.
- c. Font must be a minimum of 12 point.
- d. All pages must be numbered continuously throughout and in the format of "Page 1 of _".
- e. Graphics are allowed within established page limits.

6.0 PROCUREMENT PHASE 2

The second phase of the project will be the project advertisement for a minimum of three weeks for the November 7, 2014 letting. Qualified bidders will be required to adhere to the Electronic Bidding Requirements listed on the MDOT website.