

REQUEST FOR QUALIFICATIONS

MICHIGAN DEPARTMENT OF TRANSPORTATION

Metro Region

Design-Build Project

Metro Region Pump Station Monitoring Systems

Job Number: 125859A

Control Section: 84917

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1 INTRODUCTION

The Michigan Department of Transportation (MDOT), Metro Region, is requesting Statements of Qualifications (“SOQs”) from entities (“Submitters”) interested in submitting proposals for designing, constructing/installing, and integrating a Pump Station Monitoring System (PSMS) for up to 140 pump station sites located throughout the Metro Region (the “Project”).

MDOT maintains 166 pump stations statewide with 140 stations located within the Metro Region. With more than 80% of the pump stations statewide, the Metro Region is responsible for overseeing the operations, maintenance and rehabilitation for the stations within its jurisdiction. The highest concentration of pump stations within the Metro Region is within Wayne County, where 120 stations reside. MDOT and its stakeholders have recognized the need to track and monitor pump stations in real time to ensure their operational needs are met for maintenance purposes and improved roadway safety. Currently, there are 36 remotely monitored pump stations located in the Metro Region.

The RFP will describe a general deployment strategy that will serve to guide proposers in how they will outfit pump stations with the PSMS. MDOT desires to utilize leased service connections between the field PSMS devices and equipment. The Project will be funded with state and federal-aid dollars thereby requiring the Submitters adhere to all pertinent federal, state and local requirements. See Attachment A for map showing the project location.

1.1 Procurement Process

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

In the second step, MDOT will issue a Request for Proposals (RFP) for the Project to the short-listed Submitters. Only the short-listed Submitters will be eligible to submit technical and price proposals in response to the RFP for the Project. Each short-listed Submitter that submits a proposal in response to the RFP (if any) is referred to herein as a “Proposer.” MDOT will award a contract for the Project, if any, to the Proposer through the bidding method described in the RFP.

1.2 Project Goals

The purpose of this Project is to expand the existing PSMS throughout the Metro Region to serve a number of purposes, including (but not limited to) the ability to conduct remote operations, provide alarm notifications, provide real-time sensor data, perform data archiving and allow MDOT to more effectively manage the overall operation and maintenance of the pump station systems.

MDOT currently believes the PSMS provided as part of this contract will require Multi-Smart/Multitrode controllers and will include an open system architecture that utilizes a non-proprietary software and website platform.

The following goals have been established for the Project:

- A. Operational goals for the PSMS include supporting MDOT by providing, compiling or processing features such as the following:
 - i. Pump run times
 - ii. Pump on/off
 - iii. Power status
 - i. Pump amperage rating
 - ii. Overcurrent/phase imbalance
 - iv. Faults & Alarms

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- v. Water level
 - vi. Historical log (sample data stored)
 - i. Faults & Alarms
 - ii. Water level
 - B. Safety goals for the PSMS include supporting MDOT by decreasing response time to equipment failures and improved operational stability of the system reducing the chances for roadway flooding.
 - C. Quality goals for this project are to deliver a reliable and effective PSMS that allows MDOT to better monitor and manage the pump station system operations and maintenance.
 - D. Budget and schedule goals are focused upon a timely completion of the project at the lowest cost, meeting the requirements that will be established in the RFP.
 - E. Compatibility goals for the project are focused upon the deployment of a PSMS that will allow MDOT to expand the system in the future without being confined to a vendor specific software/solution/platform.
 - F. Communications goals for this project are to provide backhaul connectivity for the PSMS through cellular communication.
 - G. Training goals for this project are to include quarterly sessions and other as-needed support based upon MDOT request
 - H. Data sharing goals for the PSMS include providing an Extensible Markup Language (XML) data dump feature with the ability to interface with other software platforms through a File Transfer Protocol (FTP) script.

1.3 Submitter Information

To allow receipt of any addenda or other information regarding this RFQ, each Submitter is solely responsible for ensuring that MDOT's Project Manager as described in Section 2.3 has its contact person name and e-mail address.

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.

General information on MDOT's Design Build program and information regarding this RFQ can be found at the following website: www.michigan.gov/ic.

2 BACKGROUND INFORMATION; RFQ PROCESS

2.1 Project Description; Scope of Work

The Project is located in the MDOT Metro Region in Macomb, Oakland and Wayne County. The Project consists of the design, construction and integration of deployments at pump stations in the Metro Region based upon initial project funding.

Typical PSMS installations will require the construction of the following main components:

- Installation and configuration of PSMS field equipment, including but not limited to, equipment that integrates the existing pump station systems/sensors to the PSMS
- Installation, configuration and integration of communications equipment to support communication to the PSMS field equipment
- Installation of necessary relays to allow the system to be controlled manually and allow users to bypass the PSMS if necessary.
- Installation/development of web-based user interface to monitor alarms and control pumps.

Traffic is anticipated to be controlled under shoulder closures and/or lane closures. Depending on the location of the facility, lane closures may be restricted to off peak hours of the day.

Project information and data is included in attachments as follows:

- Attachment A – Pump Station Map
- Attachment B – Preliminary Reference Information Documents (RID)
- Attachment C – Conflict of Interest Disclosure
- Attachment D – Example Notice of Shortlisting Results

Currently estimates are being updated and revised based on the needs of the systems. The Department’s preference is to use a low bid procurement. Given the budgetary constraint, if final estimates are over the allocated budget the Department may consider the use of a Fixed Price/Best Design, which would require the Design-Builder to bid on the amount of work that could be completed for a fixed price rather than a low-bid scenario. The final estimates will determine if the fixed price/best design bidding method will be used. If the budget is adequate a conventional low bid method will be used. In the event there isn’t enough funding to complete all of the preferred work, priorities will be established to get the most work completed for the allocated budget. This will be fully detailed in the RFP and Instructions to Proposers.

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

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.

Step 1 – Request for Qualifications

Issue RFQ	September 28, 2017
Deadline for submitting RFQ questions	October 31, 2017
SOQ due date (time)	November 3, 2017 (2:00pm EST)
Evaluation of SOQs	November 3-November 17, 2017
Anticipated Notification of short-listed Submitters (Proposers)	December 1, 2017

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

Issue RFP	December 8, 2017
Technical and Price Proposals due	February 23, 2018
Proposer with Low Bid Announced	February 23, 2018
Anticipated Contract Award	mid-March 2018
Anticipated *Substantial Completion	late August 2019

*Substantial Completion will be defined in the RFP. At this time, it is expected this milestone will be reached when all construction work associated with the installation of the PSMS equipment and cellular connections into the system have been completed. Final completion is expected to be reached after integration and the “burn-in” period, which will be expected to last an additional 30 days.

The RFP will establish the project schedule including substantial and final 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. Click on “Metro Region Pump Stations (DB)” under the 2017 Innovative Contracting Projects heading.

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

MDOT Project Manager

Rob Marz

Michigan Department of Transportation

Southeast Michigan Transportation Operations Center

E-mail: MarzR2@michigan.gov

1. 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 aforementioned MDOT website.
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.
3. 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:

Design-Builder Prequalification Requirements

- 4500 L (Electrical), Sub Fd (Pump Stations)

Lead Engineering Design Firms Prequalification Requirements

- Design – Traffic: Work Zone Maintenance of Traffic **and**
- Design – Utilities: Pump Stations

The overall design-build team must identify their design team in their Submittal of Qualifications. The design firm(s) that have the above prequalifications will be considered Major Participants as noted below in Section 2.5 and will be scored as described in Section 3.

Additional design prequalifications will be listed in the Project's Request for Proposal.

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; any subcontractor(s) that will perform work valued at 30% or more of the overall contract amount; the engineering/design firm(s) with the prequalifications of Pump Stations and Work Zone Maintenance of Traffic; and each engineering/design sub-consultant that will perform 30% or more of the design work.

2.6 MDOT Consultant/Technical Support

MDOT has retained consultants to provide guidance in preparing and evaluating the RFP and advice on related contractual and technical matters for this design-build project. AECOM Great Lakes, Inc. is not eligible to participate on any submitter's team.

2.7 Conflicts of Interest

The Proposer shall accept responsibility for being aware of the requirements of 23 Code of Federal Regulations

(CFR) 636.116 and include a full disclosure of all potential organizational conflicts of interest in the Proposal.

The Submitter shall complete a Conflict of Interest Statement (See Attachment C) certifying that they have read and understand MDOT's policy regarding conflict of interest and the CFR and that each Major Participant has done the same. The Submitter shall certify that they and each Major Participant have no conflict of interest with the Project. If there is a conflict with the Project, then the Submitter needs to describe the conflict.

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

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

2.8 Changes to Organizational Structure

All changes in Key Personnel from a Submitters SOQ to the Submitters proposal in response to the RFP must be approved by MDOT in writing by submitting Form 5100G. Changes in Key Personnel must be approved by MDOT prior to submitting a proposal in response to the RFP. MDOT may revoke an awarded contract if any Key Personnel or Major Participant identified in the SOQ is removed, replaced or added without MDOT's prior written approval. To qualify for MDOT approval, the written request must document that the proposed removal, replacement or addition will be equal to or better than the Key Personnel or Major Participant provided in the SOQ. MDOT will use the criteria specified in this RFQ to evaluate all requests. Form 5100G Changes in Key Personnel must be submitted to MDOT's Project Manager as identified in Section 2.3 (Forms can be found at this website: <http://mdotcf.state.mi.us/public/webforms/index.cfm>).

2.9 Equal Employment Opportunity

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

2.10 Disadvantaged Business Enterprises

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

MDOT anticipates that the Project will have a **DBE goal of 2%**.

3 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. If the Submitter is a joint venture, the joint venture members must sign the letter. It should be noted, that Lead Engineering Firms or other consultants providing professional services cannot serve as a member of a joint venture. If the Submitter is not yet a legal entity, the known Major Participants must sign the letter. **The letter must certify the truth and correctness of the contents of the SOQ.** This information will be used to identify the Submitter and its designated contact, and will be reviewed on a pass/fail basis only and not as part of the qualitative assessment of the SOQ.

3.2 Understanding of Project (30 points)

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

- A. Understanding of Project scope
- B. Understanding of the construction and schedule requirements needed for the Project
- C. Understanding of the design requirements needed for the Project
- D. Understanding of integration requirements needed for the Project
- E. Potential Project innovations
- F. Understanding of various equipment/software and how each type may benefit MDOT and its contract agencies.

3.3 Qualifications of Team (30 Points)

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

- A. Management and staff experience, capabilities and functions on projects of similar scope and with similar design, construction, and integration requirements.
- B. Effective project management structure and interaction with MDOT or other entities
- C. Effective utilization of personnel and experience of team members working together
- D. Experience with on-budget completion of comparable projects
- E. Recent experience with integrating design and construction activities
- F. Recent experience with at least three PSMS or SCADA system monitoring construction/integration projects, with at least one of those projects with a public agency
- G. Experience with planning, design, construction, integration and operation of PSMS, SCADA and systems monitoring equipment and how these systems may impact MDOT business practices

3.3.1 Organization of Project Team

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

Provide an organizational chart(s) showing the flow of the "chain of command" with lines identifying participants who are responsible for major functions to be performed and their reporting relationships, in managing, designing and building the Project. The chart(s) must show the functional structure of the organization down to the design discipline leader or construction 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 Major Participants or other subcontractors who are providing construction services (design services meeting the prequalification requirements listed in Section 2.4 must be provided). If a Submitter is unable to provide the name of the construction Major Participants or other

subcontractors, they should include a plan of how they will obtain the firm including what qualifications they would expect the firm to provide.

3.3.2 Project Team Communication

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

3.3.3 Staff Service Experience

3.3.3.1 Resumes of Key Personnel

Resumes of Key Personnel shall be provided as Appendix A – Resumes of Key Personnel to the SOQ. Resumes of Key Personnel shall be limited to two pages each and will not be counted towards the overall SOQ page limit. If an individual fills more than one position, only one resume is required. The listing below describes the minimum key personnel for the Project ("Key Personnel"), others may be added by the Submitter. Submitters may propose alternate plans to staff and manage the Project. SOQ's with alternate staffing plans are required to have details of the key staff and their roles and responsibilities in a manner similar to the requirements listed below, including their responsibility on the project and their authority over the design and/or construction operations.

Key Personnel

- A. Submitter's Project Manager
- B. Project Supervisor
- C. Construction Quality Control Manager
- D. Design Manager
- E. Lead PSMS Installer
- F. Lead PSMS Integrator

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. Key Personnel, except as noted, may perform Work in more than one position in the organization.

A. Submitter's Project Manager:

The Submitter's Project Manager is expected to have significant experience managing the construction of PSMS, SCADA systems and monitoring systems projects. Submitter's Project Manager will be responsible for the overall design, construction, quality management and contract administration for the Project and will:

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

B. Project Supervisor:

The Project Supervisor is expected to have recent experience in PSMS, SCADA systems, pump stations, construction and material testing. The Project Supervisor, or the Approved designee, must be on site during all construction activities. The Project Supervisor must work under the direct supervision of Submitter's Project Manager.

C. Construction Quality Control Manager:

The Construction Quality Control Manager is expected to have significant recent experience overseeing the inspection and materials testing on PSMS, SCADA systems, monitoring systems and pump station projects.

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

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

D. Design Manager:

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

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

E. Lead PSMS Installer:

The Lead PSMS Installer shall be responsible for ensuring that all PSMS equipment, systems and infrastructure installed by the Design-Build team are installed according to the manufacturers' recommendations per the site conditions, that the system functions properly and is fully commissioned. The Lead PSMS Installer must have experience with installing and commissioning similar PSMS. The Lead PSMS Installer must be certified, or approved by the system vendor for the installation of the specific PSMS system proposed for this project. Acceptable certifications include past work trainings offered by vendors, certified letters from vendors stating that the Lead PSMS Installer may maintain/install the vendors' equipment or other certificates/letters that document their training or experience with PSMS systems.

F. Lead PSMS Integrator:

The Lead PSMS Integrator shall be responsible for ensuring that all PSMS equipment and systems installed by the Design-Build team are properly integrated into a web-based communication system.

3.4 Submitter Experience (30 points)

Describe at least three projects the Submitter has completed or participated in (if the Submitter is not yet existing or is newly formed, please explain) and at least two but a maximum of four projects each listed Major Participant has managed, designed and/or constructed. For projects in which several of the proposed Major Participants were

involved, the Submitter may provide a single project description. Highlight experience relevant to the Project the Submitter/Major Participants have gained in the last 5 years. Cite projects with levels of scope comparable to that anticipated for the Project. Also consider citing projects where construction duration is minimized, design schedules were kept, and original design and construction budgets were not increased. Describe the experiences that could apply to this Project. The experience of the Submitter will account for 15 or more of the points out of the 30 points available in this category. The experience of the Major Participants will account for a maximum of 15 points out of the 30 points available in this category. If some Major Participants are unknown at the time SOQ's are submitted, the Submitter's plan (see Section 3.3.1) for obtaining the firm for this area of work will be considered.

Each project description should include the following information:

- A. Name of the project and either the owner's contract number or state project number;
- B. Owner's construction engineer and design engineer and their current telephone number;
- C. Dates of design, construction, and project management;
- D. Description of the work or services provided and percentage of the overall project actually performed;
- E. Description of scheduled completion deadlines and actual completion dates;
- F. Original design or construction budget and final design or construction cost.

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

3.5 Past Performance of Designers (10 Points)

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

3.6 Legal and Financial (Pass/Fail)

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

3.6.1 Acknowledgment of Addenda

Identify all addenda provided by date and version.

3.6.2 Organizational Conflicts of Interest

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

Disclose: (a) any current contractual relationships with MDOT (by identifying the MDOT contract number and project manager); (b) present or planned contractual or employment relationships with any current MDOT employee; and (c) 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 3.6.2 identify steps that have been or will be taken to avoid, neutralize or mitigate any organizational conflicts of interest.

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

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

3.6.3 5100 Form

The submitter will be required to complete portions of the MDOT 5100 form. The Request for Proposal Cover Sheet is required to be completed. The Conflict Interest Statement portion of the form is replaced with Attachment C. The submitter will also need to complete the Certification of Availability of Key Personnel portion of the form. It should be noted the following terms shall be replaced within the form:

- Request for Proposal (RFP) shall mean Request for Qualifications (RFQ)
- Prime Consultant or Consultant shall mean Prime Contractor
- Subconsultant shall mean Major Participant.

3.6.4 Legal Structure

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

3.6.5 Financial Viability

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

4 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 (30 Points):
- C. Submitter Experience (30 Points)
- D. Past Performance of Designers (10 Points)

4.3 Determining Short-listed Submitters

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

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

This RFQ does not commit MDOT to enter into a contract or proceed with the procurement of the Project.

MDOT assumes no obligations, responsibilities and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred by the parties responding to this RFQ. All such costs shall be borne solely by each Submitter.

4.4 Notification of Short Listing

All scores will be posted on MDOT's website in conjunction with the posting of the short list. No submitter names will be provided; however, each Submitter will receive their individual score sheet from MDOT via e-mail within three working days of the scores and selection 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 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 the due 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. MDOT will not accept SOQs by facsimile.

SOQ's shall be delivered to the MDOT Project Manager via email. The SOQ's shall have the subject line "**SOQ Metro Region – Pump Station DB**".

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

Rob Marz, MDOT Project Manager

E-mail: MarzR2@michigan.gov

A carbon copy shall also be delivered to the Innovative Contracting Project Manager

Dina Tarazi, Innovative Contracting Project Manager

E-mail: tarazid@michigan.gov

5.2 Format

All SOQ's must comply with the following:

- A. The SOQ must not exceed 10 single-sided pages. The 10 page limit does not include key personnel resumes (Appendix A – Resumes of Key Personnel), required 5100 forms, Conflict of Interest Statement, the cover letter and the required legal information (Appendix B – Legal and Financial) defined in Section 3.7.
- B. Pages shall be 8 ½ inches by 11 inches.
- C. Font must be a minimum of 12 point.
- D. All pages must be numbered continuously throughout and in the format of "Page 1 of _", including resumes, 5100 forms and legal understanding.
- E. All electronic files shall be bookmarked Portable Document Files (PDFs). The maximum size allowable for emailing is 14 megabytes (MB). The subject of the email will be titled "**SOQ Metro Region – Pump Station DB**".
- F. Graphics are allowed within established page limits.

6 PROCUREMENT STEP 2

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

6.1 Request for Proposals

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

6.2 RFP Structure

The RFP will be structured as follows:

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

6.3 Proposal Evaluations

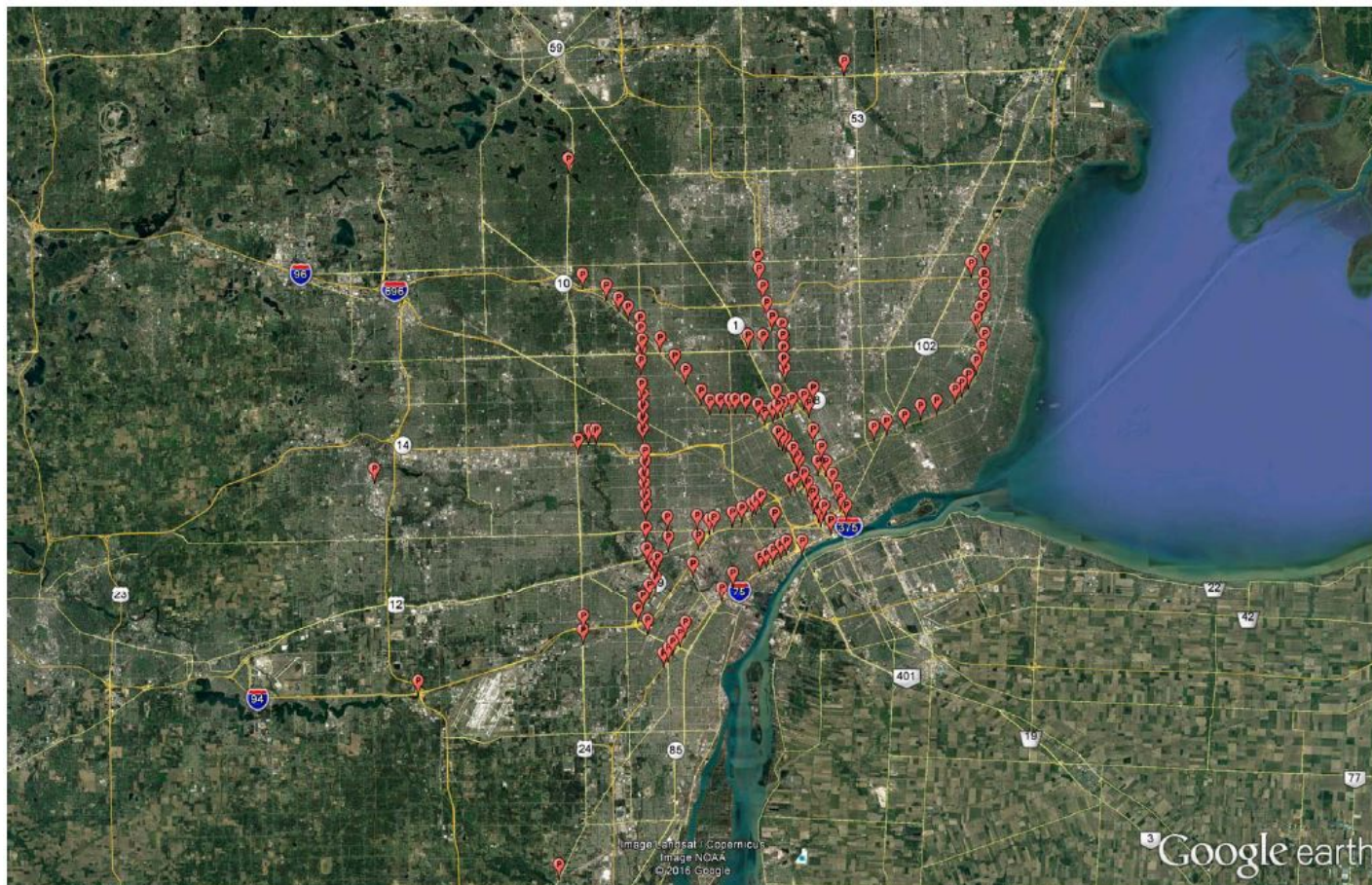
MDOT has determined that award of the Project will be based on a qualified low bid to obtain the most cost effective and efficient Proposer to deliver the Project.

6.4 Stipends

MDOT will pay a \$23,000 stipend for responsive proposals submitted by Proposers (short-listed Submitter). A stipend will not be paid to the successful Proposer. No stipends will be paid for submitting SOQs.

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

Attachment A Pump Station Map



Attachment B Preliminary Reference Information Documents**INDEX OF REFERENCE INFORMATION DOCUMENTS**

These documents are provided in projectwise. Access to the folder can be obtained by contacting Rob Marz, MDOT Project Manager at: MarzR2@michigan.gov. When requesting access, please also carbon copy (cc) Dina Tarazi at TaraziD@michigan.gov.

RID MISCELLANEOUS REFERENCE
<u>Pump Stations</u>
125859_FY14 Strategic 20-Year Plan for Pump Station Capital Rehabilitation Program.pdf
125859_Metro Pump Stations RFQ Spreadsheet.xlsx
125859_Metro Region Pump Station Monitoring System Concept of Operations_2015-03-15.pdf
125859_MultiSmart Pump Station Manager Brochure.pdf
125859_Pump Station Map.kmz
Pump Station Photos.zip
<u>Utility</u>
U-125859_Detroit CS 82111 Utility Contact List_2015-01-12.xls
U-125859_Detroit CS 82143 Utility Contact List_2014-11-18.xls
U-125859_Detroit CS 82252 Utility Contact List_2014-12-29.xls
U-125859_Detroit TSC Utility Contact List_2016-03-01.xls
U-125859_Macomb TSC Utility Contact List_2016-03-01.doc
U-125859_Oakland CS 63102 and 63103 Utility List_2015-09-29.pdf
U-125859_Oakland CS 63171,63081,63031 Utility List_2016-02-24.pdf
U-125859_Oakland TSC Utility Contact List_2015-05-06.pdf
U-125859_Taylor TSC Utility Contact List_2016-03-01.xlsx

<p>Utility Company Responses:</p>	<p>Request # 1</p> <ul style="list-style-type: none"> AT&T AT&T (LNS) AT&T (National) Bright House Networks Charter Communications City of Detroit Public Lighting Department (PLD) City of Ferndale City of Hazel Park City of Madison Heights City of Royal Oak Comcast Cablevision Consumers Energy-Electric Consumers Energy-Gas Distribution Consumers Energy-Gas Transmission DTE Electric DTE Gas Distribution DTE Gas Transmission Detroit Water and Sewage Department (DWSD) Fibertech Networks ITC Transmission Level 3 Networks LightCore MDOT Freeway Lighting MDOT Planning Traffic Counters Nokia Oakland County Homeland Security Oakland County Water Resources (OCWR) SBA (T-Mobile) SEMTOC SOCWA Sprint Sunoco Logistics LP Wide Open West (WOW) Windstream KDL Zayo Group
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	<p>Request # 2</p> <ul style="list-style-type: none">AT&TAT&T (LNS)AT&T (National)Bell Nexxia/Bell CanadaBright House NetworksBuckeye Partners, L.P.Charter CommunicationsCity of Detroit Public Lighting Authority (PLA)City of Detroit Public Lighting Department (PLD)City of FerndaleCity of Madison HeightsCity of Royal OakComlinkConsumers Energy-ElectricConsumers Energy-Gas DistributionConsumers Energy-Gas TransmissionDTE ElectricDTE Gas DistributionDetroit Thermal LLCDetroit Water and Sewage Department (DWSD)ExteNet SystemsFibertech NetworksITC TransmissionLevel 3 NetworksLightCoreMCI (Verizon)MDOT Planning Traffic CountersNextelNokiaOakland County Homeland SecuritySBA (T-Mobile)SEMTOCSprintSunoco Logistics LPWayne County Drain CommissionerWayne State UniversityWide Open West (WOW)Windstream KDL
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	<p>Request # 3</p> <p>AT&T</p> <p>Bell Nexxia/Bell Canada</p> <p>BP Pipeline</p> <p>Canadian National Railway</p> <p>Charter Communications</p> <p>Charter Township of Bloomfield</p> <p>City of Eastpointe</p> <p>City of Harper Woods</p> <p>City of Highland Park</p> <p>City of Roseville</p> <p>City of Southfield</p> <p>City of St Clair Shores</p> <p>City of Taylor</p> <p>Comlink</p> <p>Consumers Energy-Electric</p> <p>Consumers Energy-Gas Distribution</p> <p>Consumers Energy-Gas Transmission</p> <p>Dearborn Public Schools</p> <p>Detroit Water and Sewage Department (DWSD)</p> <p>DTE Gas Distribution</p> <p>DTE Gas Transmission</p> <p>ExteNet Systems & Rogers Telecom</p> <p>Great Lakes Water Authority (GLWA)</p> <p>ITC Transmission</p> <p>Kinder Morgan Energy Partners LP</p> <p>Level 3 Networks</p> <p>Marathon Pipeline LLC</p> <p>Midwest Fiber Networks</p> <p>Nokia</p> <p>Panhandle Eastern Pipeline</p> <p>Redford Township</p> <p>Rocket Fiber LLC</p> <p>SEMTOC</p> <p>Sunoco Logistics LP</p> <p>South Huron Valley Utility Authority</p> <p>TDS Metrocom</p> <p>US Signal Company</p> <p>Wayne State University</p> <p>Wayne County Airport Authority (WCAA)</p>
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Attachment C Conflict of Interest Disclosure

_____ (Prime Contractor Name) certifies that it has read and understands the following:

The PRIME CONTRACTOR, its team members, and its Affiliates agree not to have any public or private interest, and shall not acquire directly or indirectly any such interest in connection with the project, that would conflict or appear to conflict in any manner with the performance of the services under this Contract. The PRIME CONTRACTOR and its team members are aware of and understand the requirements of 23 CFR, subsection 636.116. "Affiliate" means a corporate entity connected to the PRIME CONTRACTOR through common ownership. "Team member" means any known entity the PRIME CONTRACTOR intends to be in a contractual relationship with to complete the work associated with the project. The PRIME CONTRACTOR, its team members, and its Affiliates agree not to provide any services to any entity that may have an adversarial interest in the project, for which it has provided services to the DEPARTMENT. The PRIME CONTRACTOR, its team members, and its Affiliates agree to disclose to the DEPARTMENT all other interests that the PRIME CONTRACTOR, its team members, or sub consultants have or contemplate having during each phase of the project. The phases of the project include, but are not limited to, planning, scoping, early preliminary engineering, design, and construction. In all situations, the DEPARTMENT will decide if a conflict of interest exists. If the PRIME CONTRACTOR, its team members, and its Affiliates choose to retain the interest constituting the conflict, the DEPARTMENT may terminate the Contract for cause in accordance with the provisions stated in the Contract.

- Certification for Subject Project: Based on the foregoing, the PRIME CONTRACTOR certifies that no conflict exists with the subject project for it, or any of its team members and/or Affiliates
- Disclose of Conflict with Subject Project: Based on the foregoing, the PRIME CONTRACTOR certifies that a potential conflict does or may exist with the subject project for it, and/or any of its team members and/or Affiliates. The attached sheets describe the potential conflict

This form, and any attachments, must be certified by a person from the PRIME CONTRACTOR who has contracting authority.

Certified by: Printed Name: _____
 Signature: _____
 Title: _____
 Company Name: _____
 Date: _____

Attachment D Example Notice of Shortlisting Results



(DATE OF POSTING)

Metro Region Pump Station Monitoring System (PSMS) Design-Build Project
MDOT Job No. 125859

The following teams have been short listed for the Metro Region PSMS Design-Build Project:

Shortlisted Team Name	Cumulative Score (100 Pts. Max.)	<u>Criterion #1</u> Project Understanding (30 Pts. Max.)	<u>Criterion #2</u> Team Qualifications (30 Pts. Max.)	<u>Criterion #3</u> Submitter Experience (30 Pts. Max.)	<u>Criterion #4</u> Past Performance of Designers (10 Pts. Max.)
Company 1					
Company 2					
Company 3					
Company 4					
Company 5					
Non-Shortlisted Scores (Names are not provided)	Cumulative Score (100 Pts. Max.)	<u>Criterion #1</u> Project Understanding (30 Pts. Max.)	<u>Criterion #2</u> Team Qualifications (30 Pts. Max.)	<u>Criterion #3</u> Submitter Experience (30 Pts. Max.)	<u>Criterion #4</u> Past Performance of Designers (10 Pts. Max.)
<i>(Intentionally Left Blank)</i>					
<i>(Intentionally Left Blank)</i>					
<i>(Intentionally Left Blank)</i>					
<i>(Intentionally Left Blank)</i>					