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**M-59 at Crooks Road Interchange
C.S. 63043 – J.N. 34242**

Question 1) In Section 3.3.2.1 on Page 7 of the RFQ for the M-59/Crooks interchange, it states that the Submitter is to include this item on each resume:

"... c) Actual work examples on similar projects, including projects, project dates, duties performed and their percentage of time on the project."

Can you please clarify how MDOT defines the "percentage of time on the project" and what the intent of this question is?

Is this referring to the actual number of hours the person spent on the project compared to the TOTAL number of person-hours accrued on the project? Or is this referring to the person's participation on the project over the duration of the project?

For example: If a project lasted 4 years and the project accrued 4,600 person-hours (not including subconsultant hours- not sure how to account for that), the individual working on it over the last two years contributed 810 hours, that would be 17% of their time on the project, or 34% if you take into account that they only worked on it during that last half of the project.

-OR-

If a project lasted 4 years, but the individual only worked on the project for the last two years, that would be 50% of the duration of the project.

If the former is what is intended, it will take a considerable amount of effort to evaluate each person's percentage of time worked on each project, with much inaccuracy if there were significant subconsultant roles on the project.

Answer 1) The "percent of time on the project" provides the selection team with an indication of how much the key people were involved on the project. It is not meant to be a direct calculation of actual hours worked versus total hours charged to a project. For example, if the resume states that the role of the person was a project manager but the percentage of their time was 1 percent, it may indicate that a firm does not allow a project manager enough time to properly perform their work. Also, with a small percentage of time, it also indicates that the person was not very involved in the project that was provided for experience. On the other hand, if the resume shows the project manager role on multiple projects at the same time and each project shows a dedication of 80% giving

a total greater than 100%, this may also indicate that a firm overburdens their team which may decrease the desired performance.

This is only an example and could be used for any role on a project. Duties and percent of time needed on a project vary throughout the life of a project so this should indicate the percentage of time when the work of the person efforts were key to the project and not be averaged over full time, unless that was what was needed for that project.