REQUEST FOR QUALIFICATIONS

Belle Isle Project
City of Detroit, Wayne County

Design and Construction Services

ISSUE DATE: March 11, 2014

Addendum #1 – March 12, 2014

Please note addition of Exhibit A

MANDATORY STATEMENT OF QUALIFICATIONS
PRE-SUBMITTAL MEETING: March 17, 2014, 9:30 AM EST

STATEMENT OF QUALIFICATIONS DUE DATE: March 25, 2014

MDOT
Michigan Department of Transportation

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1.0 INTRODUCTION

The Michigan Department of Transportation (MDOT), Metro Region, is accepting Statements of Qualifications (SOQ's) from entities (Submitters) interested in providing Design and Construction services for a project to make necessary roadway improvements to Belle Isle, specifically to the roadways used for both normal park operations and high profile special events like the Grand Prix race, in the City of Detroit, Wayne County. Exhibit A contains the areas of potential work on the roadways of Belle Isle. The Project includes recommendations for areas of greatest need, design of appropriate repairs and/or upgrades, and construction of same. The Project will be funded with state dollars, thereby requiring the Submitter to adhere to all pertinent requirements.

The selected Submitter is the Contract Manager (CM), and is responsible for the determination of the required fixes, completion of design and all activities required to complete construction. MDOT has designated a Project Manager (PM), with whom the CM will collaborate throughout the design and construction phases of the Project.

2.0 BACKGROUND

The purpose of utilizing this innovative and accelerated delivery method is to design and construct the project as effectively and efficiently as possible, and to meet the unique needs of the park and special events hosted there, most notably, the Grand Prix race. The CM will be responsible for ensuring that the desired quality level of work is achieved from the inception to the completion of the Project.

The CM will be responsible for ensuring that their key staff meet the required qualifications to perform the design and construction services for the Project.

2.1 MDOT PROJECT MANAGER

Carrie A. Warren, P.E.
MDOT Detroit Operations and Service Center
Attn: MDOT Detroit TSC
1060 W. Fort St.
Detroit, Michigan 48226
Phone: (313) 967-5218
E-mail: warrenc1@michigan.gov

All inquiries must be made, in writing, by E-mail to the Project Manager.

2.2 PROJECT TEAM

The Project Team, as referenced herein, is composed of MDOT, the Michigan Department of Natural Resources (DNR), the CM, the CM's subcontractors, and any additional Project stakeholders. MDOT may hire a consultant firm to perform the full construction engineering duties.

2.3 PRE-QUALIFICATION

Submitters are hereby notified that all MDOT prequalification categories are waived for the CM on this project.

2.4 PROJECT WEB SITES

Information regarding this RFQ, including addenda, questions and answers will be posted on the Project Web Site. Additional information may be requested from the Project Manager and will be provided on a compact disk if available. The address of the Project Web Site is listed below:

Project Web Site: "Belle Isle Roadway Repair Project" area of www.michigan.gov/ic

2.5 PROJECT GOALS

- Successfully and cost effectively complete the design and construction of the proposed improvements to the Belle Isle roadway system
- Ensure highest quality workmanship from the inception to the completion of the Project
- Obtain all proper permits to construct the project
- Protect the Detroit River
- Eliminate / minimize environmental impacts, while addressing soil erosion and sedimentation control, and similar impacts
- Handle, treat, and dispose of any contaminated soils properly
- Successfully coordinate work schedule and impacts around park operations and special events on Belle isle, especially the Grand Prix and the 2014 ITS World Congress.

2.6 PROJECT SCHEDULE

Post RFQ	March 11, 2014
Mandatory RFQ / SOQ Pre-Submittal Meeting	March 17, 2014 at 9:30 AM EST
SOQ Due	March 25, 2014 at 4:00 PM EST
Selection	March 26 – 28, 2014
Notice to Proceed	April 21, 2014
Contract Completion	May 31, 2015

2.7 PROJECT INFORMATION

Control Section: 82900

Job Number: 123127

The project area is on the Belle Isle property, in the Detroit River, near E. Grand Blvd., in the City of Detroit, Wayne County.

As a newly established State Park, limited information is available for the Belle Isle roadway network. As such, the CM must rapidly investigate the existing condition and provide recommendations for appropriate areas of rehabilitation.

2.7.1 Utility Information

- City of Detroit Water and Sewerage Department (DWSD): DWSD has water main/services and sanitary sewer/services in the project area. MDOT will work with DWSD and the CM to coordinate efforts for protection of the existing facilities.

- City of Detroit Public Lighting Department (PLD): PLD owns various infrastructure located on the island. MDOT will work with PLD and the CM to coordinate efforts for maintenance and protection of the items in the project area.

- Additional utilities may exist within the limits of construction and it is recommended Miss Dig be contacted to locate potential conflicts. Further utility research may also be needed.

3.0 PROJECT SCOPE OF WORK

The CM is being selected at the onset of the project to join the Project Team. The CM will be expected to provide the Project Team with design and construction expertise and experience to assist in project decision-making, provide quality assurance, design and construct the project, and ensure the project remains on schedule and within the fixed maximum budget of $4,000,000. The CM will also be expected to ensure a quality final product that is designed and built using MDOT and AASHTO standards, or other standards as approved by MDOT which the CM proposes to meet the needs of park operations and other uses, notably the Grand Prix road race.

The State of Michigan has developed a fully integrated financial management system with one master Consultant/Payee file to be used statewide by all State departments and agencies. In order to receive payments, you must be in our master Consultant/Payee file. You may register at www.mi.gov/cpexpress. To ensure this process is completed, new companies must provide proof of registration and a copy of their Request for Taxpayer Identification Number and Certification Form (W-9). Current companies need only submit a W-9. To complete the registration process, you will need to know the National Institute of Government Purchasing (NIGP) commodity/service code(s) for the service classification(s) for which you are applying. These codes are listed on the Department of Management, Technology and Budget website. Completion of the State of Michigan Consultant/Payee Registration process does not guarantee you will receive contracts with the State of Michigan. Additional information may also be required from the CM to be awarded a contract.

The CM is expected to coordinate and partner with their subcontractors. Both the CM and their subcontractors are expected to conform to the 2012 MDOT Standard Specifications for Construction and all applicable Public Acts.

3.1 PHASE 1 – DESIGN SERVICES

The CM shall consult with the Project Team during the design phase in order to develop, implement, and maintain a spirit of cooperation and open communication among the parties so that the goals and objectives of each are clearly understood, potential problems are resolved promptly, and upon completion, the Project is deemed a success by all. The designer must provide proof of professional liability insurance with a minimum coverage of $1,000,000 per occurrence. The CM shall deliver design services by performing the following:

- Analyze and evaluate the needs of the Belle Isle roadway network, and prepare a prioritized work plan for MDOT's approval that optimizes the improvements made within the fixed budget of $4,000,000 (inclusive of all design and construction services).
- Design the needed improvements. Unless otherwise approved by MDOT, the design standards shall be MDOT's design manuals and standards, and the 2012 Standard Specifications for Construction. If the CM design uses other standards, the proposed standards must be provided to MDOT, in writing, for review and approval.
- Work with the MDOT PM to incorporate required MDOT special provisions, supplemental specifications, wage rates, construction quality control and quality assurance procedures and other contract documents into the design.
- Provide information, cost estimates, and alternative options to help facilitate decisions regarding existing conditions, construction impacts, and staging.
- Provide input to the Project Team regarding current construction industry practices, labor market, and material availability.
- May use subcontractors to supplement pre-construction services to provide the necessary expertise.
- Identify and coordinate any necessary utility relocations.
- Identify the need for environmental permits and prepare the necessary applications.
- Provide input and offer suggestions with respect to the methods, materials, and construction sequencing.
- Notify the MDOT Project Manager, in writing, of all documentation regarding evaluation of the roadway system.
- Provide a preliminary construction estimate upon completion of the preliminary plans (estimated at 60%).
- Provide final plans and construction documents to ensure completion of the Project in the most expeditious and efficient manner possible.

3.2 PHASE 2 – PRECONSTRUCTION SERVICES

The CM shall undertake Construction Services when the evaluation and design of the roadway has been completed, the Scope of Construction work has been evaluated and approved by MDOT, and plans and construction documents are adequate to price and construct the project. The Preconstruction Services shall include a detailed cost estimate using MDOT pay items where applicable, as well as a construction management plan to deliver the agreed upon improvement within budget, including all necessary materials, equipment, contingencies and staff to complete the design and construction of the Project. The detailed cost estimate and construction management plan shall include:

- Price proposal, including all overhead and profit considered within proposed work; as well as any and all subcontracted work. Proposals and estimates should include MDOT standard pay items where applicable.
- Construction schedule showing the proposed start and finished dates and any significant milestones.
- Quality Assurance / Quality Control Plan.
- Clarification of understanding of the EPA / MDNRE / USACOE/ MDEQ environmental and permit requirements including adherence to the soil erosion and sedimentation control plan requirements.
- Description of all other inclusions to, or exclusions from, the price proposal, including all assumptions and clarifications.
- A plan detailing how construction progress billings will be made, the supporting documentation that will be included in each construction progress bill, and when progress bills are anticipated to be submitted. MDOT must approve this plan before making any payments.
- Written guarantee from the CM that the total project cost shall not exceed the $4,000,000 fixed maximum price. All costs or expenses in excess of the fixed maximum price shall be borne by the CM.

The CM will be required to make available all cost and budget estimates, including supporting materials and records, to MDOT.

3.3 CONSTRUCTION SERVICES

The CM shall, once the Price Proposal is approved:

- Provide bonds in accordance with the MDOT 2012 Standard Specifications for Construction. This must be provided prior to MDOT issuing a Notice to Proceed for construction work.

- Provide indemnification, damage liability and insurance according to section 107.10 of the MDOT 2012 Standard Specifications for Construction. This must be provided prior to MDOT issuing a Notice to Proceed for construction work.
- Construct, solicit subcontractor work, and manage all construction related contracts while meeting the contract requirements.
- Execute a Quality Assurance / Quality Control Plan.
- Address and adhere to all federal, state, and local permitting and environmental requirements.
- Maintain a safe work site.
- Complete the construction no later than May 31, 2015.
- Upon completion of construction, provide a set of as-built plans that accurately document the work performed during the Project.
- In the event that the contract is terminated after the award of the construction phase to the CM, the termination procedures in the MDOT 2012 Standard Specifications for Construction shall be followed.

4.0 TEAMING PARAMETERS

4.1 ORGANIZATIONAL CONFLICTS OF INTEREST

Organizational conflict of interest means that because of other activities or relationships with other persons or entities, an Organization:

- Is unable, or potentially unable, to render impartial assistance, services or advice to MDOT
- Is, or might otherwise be, impaired in its objectivity in performing the contract work
- Has an unfair competitive advantage

Disclosure, evaluation, neutralization, and management of these conflicts and the appearance of conflicts, is in the interest of the public and MDOT.

Submitters are required to disclose all relevant facts concerning any past, present, or currently planned interests, activities, or relationships which may present an organizational conflict of interest. Submitters shall state how their interest, activities, or relationships, or those of the chief executives, directors, key project personnel, or proposed Consultants may result, or could be viewed as, an organizational conflict of interest. Submitters shall submit Conflict of Interest Statement (Page 2 of MDOT form 5100D) with the SOQ. It is recommended that the MDOT Project Manager be contacted immediately if a conflict of interest is found, or appears to be present, so a course of action may be determined with minimal impact to a Submitter.

If an Organizational Conflict of Interest is determined to exist, MDOT may, at its sole discretion: offer the Submitter the opportunity to avoid or neutralize the Organizational Conflict of Interest; disqualify the Submitter from participation; or, if award has already occurred, declare the Submitter nonresponsive and award the contract to the next highest scoring Submitter, or cancel the contract. If the Submitter was aware of an Organizational Conflict of Interest prior to award of a contract and did not disclose the conflict, MDOT may terminate the contract for default.

4.2 TEAM CONTINUITY AND CHANGES TO ORGANIZATION STRUCTURE

After submittal of a SOQ, Key Personnel may not be removed, replaced, or added without the written approval of the MDOT Project Manager. It is expected that Key Personnel presented in the SOQ will be available for the duration of the project. Any changes to Key Personnel will require approval from the MDOT Project Manager and may result in termination of the contract.

To qualify for approval, the written request shall document that the proposed removal and replacement, or addition will be equal to or better qualified than the Key Personnel provided in the SOQ.

4.3 EQUAL EMPLOYMENT OPPORTUNITY

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

4.4 DISADVANTAGED BUSINESS ENTERPRISES

It is the policy of MDOT that Disadvantaged Business Enterprises (DBE), 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 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 CFP Part 26. It is the Submitter's responsibility to take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBE's have the maximum possible opportunity to compete for and perform the contract.

Required DBE Percentage: 0%. While there are no required DBE percentages on this project, MDOT encourages the use of DBE consultants and contractors.

5.0 STATEMENT OF QUALIFICATION REQUIREMENTS

5.1 ACCEPTANCE OF EVALUATION PROCESS

A submission of a SOQ in response to this RFQ indicates the Submitter's acceptance of the

evaluation process as detailed in this RFQ and the recognition that subjective judgments must be made by the Selection Committee during the evaluation process and in its final selection.

5.2 CLARIFICATIONS AND INTERPRETATIONS

5.2.1 Answers To Questions

Submitters are required to direct all contact and questions regarding this RFQ to the Project Manager. All requests must be submitted by e-mail only, no later than five (5) business days prior to the Statement of Qualification Due Date. Responses will be publicly posted on the Project Web Site.

5.2.2 Clarifications Or Interpretations

Any clarifications or interpretations of this RFQ that affect or change its requirements will be issued by MDOT to the Project Web Site in the form of addenda, response to questions, or meeting notes. Interpretations or clarifications in any other form, including oral statements, will not be binding on MDOT and should not be relied upon in preparing the SOQ.

5.2.3 Addenda

All addenda issued by MDOT before the Statement of Qualification Due Date, are part of the RFQ, and all requirements shall be incorporated into the SOQ. The Submitter shall acknowledge receipt of each addendum by completing and submitting form CM-002.

5.3 OBLIGATION OF PARTIES

The Submitter is solely responsible for ensuring that its SOQ is clear, correct, and consistent. MDOT reserves the right, at its sole discretion (but is not obligated), to:

- Investigate the qualifications of any Submitter.
- Seek or obtain data from any source related to the SOQ.
- Require confirmation of information furnished by a Submitter.
- Require additional information from a Submitter concerning its SOQ.
- Seek and receive clarifications to a SOQ.
- Require additional evidence of qualifications to perform the work.
- Modify the RFQ process.
- Waive minor deficiencies and irregularities in a SOQ.
- Reject any or all SOQ's.

- Cancel, modify, or withdraw the RFQ.
- Issue a new RFQ.

By submitting a SOQ, the Submitter understands and acknowledges the following:

5.3.1 Assumed Requirements

The SOQ presented is based on assumed requirements of the proposed Project; and, that MDOT has made no written or oral representations that any such assumed requirements are accurate should a contract arise from the presented SOQ. The Submitter is required to qualify all assumptions it makes.

5.3.2 Cost Of Submission

All costs incurred by the Submitter as a result of the Submitter's efforts to participate in this selection process shall be at the sole risk and obligation of the Submitter.

5.3.3 Reimbursement

MDOT will not provide compensation to the Submitter for any expenses incurred for the SOQ preparation.

5.3.4 Award Of Contract

MDOT makes no guarantee that an award will be made as a result of this RFQ, and reserves the right to accept or reject any or all SOQ's, waive any formalities or minor technical inconsistencies, or delete any item/requirement from this RFQ or resulting contract when deemed to be in the Project's best interest. Representations made within the SOQ will be binding on responding firms.

5.4 PRE-SUBMITTAL MEETING

A mandatory Pre-Submittal Meeting will be held to discuss the project and answer any questions. Attendance at this meeting is required for any firm with intent to submit a SOQ. SOQ's will not be accepted from Submitters that do not have an employee attend the mandatory Pre-Submittal Meeting.

Meeting Date:
March 17, 2014 @ 9:30 AM

Meeting Location:
MDOT Detroit Operations and Service Center
1060 West Fort St.
Detroit, Michigan 48226

5.5 COMPLETENESS OF SOQ

5.5.1 Completeness

Each SOQ should be prepared simply and economically, providing a straightforward, concise description of the Submitter's ability to meet the requirements of the RFQ. Emphasis should be on the Submitter's understanding of the Project needs and written to ensure completeness, clarity of content, and responsiveness to requirements.

Failure to comply with the requirements contained in the RFQ may be subject for rejection of the SOQ.

5.5.2 Rejection

Any SOQ that fails to meet the deadline or delivery requirements will be rejected and returned to the Submitter without having been opened, considered, or evaluated.

5.6 WITHDRAWAL OR MODIFICATION

A SOQ may be withdrawn and resubmitted any time prior to the deadline for submitting the Statement of Qualification. No SOQ may be changed, amended, or modified after the deadline for submitting the SOQ. No SOQ may be withdrawn after the deadline for submitting the SOQ without a written request by the Submitter stating the reasons for withdrawing the SOQ and acceptance of the request by MDOT. All decisions are at the sole discretion of MDOT.

5.7 OWNERSHIP OF SOQ's

SOQ's and any other information submitted by the Submitter's shall become the property of MDOT.

5.8 VALIDITY PERIOD

SOQ's are to be valid for MDOT's acceptance for a minimum of 30 days after the Statement of Qualification Due Date to allow time for evaluation and selection. A SOQ, if accepted, shall remain valid for the duration of the Contract.

5.9 SOQ SUBMITTAL INSTRUCTIONS AND FORMAT

This section describes requirements that all Submitters must satisfy in the SOQ. Failure to comply with any of the following by a Submitter may result in the rejection of the SOQ.

5.9.1 Due Date, Time, And Location

SOQ's may be delivered via email or in person to the Project Manager listed in Section 2.1. SOQ's are due by 4:00 P.M. EST, on the date identified as the Statement of Qualifications Due Date located on the Cover Sheet:

MDOT will not accept SOQ's submitted by facsimile.

5.9.2 SOQ Format

- Language: All information shall be in English.
- Font: All narrative text shall be a minimum of twelve (12) points in size and single spaced. The style and size of headings and figures are not prescribed.
- Page Size: With the exception of charts, exhibits, and other illustrative material, all information shall be printed on 8.5-inch x 11-inch paper. Charts, exhibits, and other illustrative material may be printed on 11-inch x 17-inch paper, but shall be folded to 8.5-inch x 11-inch and will be counted as one (1) sheet.
- Page Margins: Page margins shall be set at 0.75 inches minimum, not including headers or footers.
- Table of Contents: Include a Table of Contents that provides page number references.
- Page Limit: SOQ's shall not exceed 23 pages in length. Staff resumes and required forms are not included in page limits.
- Dividers: Section dividers in bound copies, for the ease of finding information in the SOQ, are welcomed.
- Binding: Each copy of the SOQ shall be bound separately, with the exception of the "Original" which shall remain unbound.
- Front Cover: The front cover of each SOQ shall be clearly labeled with the Project name, along with the Submitter's name.

5.9.3 SOQ Submittal Quantities

If the SOQ is delivered in person, each Submitter must provide MDOT with the following:

- One (1) Original unbound SOQ – bearing original signatures
- One (1) Electronic copy of SOQ in PDF format on CD or Flash Drive

The unbound original and CD/flash drive, shall be placed in one (1) sealed packaged. The outside of the sealed package shall be clearly labeled with the Project name, as well as the name and return address of the Submitter.

If the SOQ is delivered via email, each Submitter must provide MDOT with the following:

- One (1) Electronic copy of SOQ in PDF format

The subject line of the email must state "(Submitter Name) SOQ: Belle Isle Road Reconstruction and Rehabilitation Project. Emails received after the time and date specified above will not be accepted. The PM Project Manager will email a receipt as soon as the SOQ is received.

6.0 STATEMENT OF QUALIFICATIONS CONTENT

6.1 UNDERSTANDING OF SERVICE

Submitters should describe their understanding of the services required and what their intentions are for completion of these requirements. Additionally, Submitters should describe their understanding of the Project Goals, how to successfully complete them, and the timeframes for the anticipated design and construction work.

6.2 EXPERIENCE / PAST PERFORMANCE

Submitters should describe the team's recent experience as well as that of their subcontractors on projects of similar scope, complexity and/or other similar projects and provide a brief narrative describing why they are the "best qualified" to perform the services outlined in this RFQ.

State recent experience / past performance in the last 10 years, in the following areas:

- Road design and construction, specifically for facilities used for on-road, Grand Prix type events
- Context sensitive work in public park areas
- Coordination of multiple constraints, conflicting priorities and schedule demands

6.2.1 Submitter's Ownership Status

Is the company currently for sale or involved in any transaction to expand to be acquired by another business entity? If yes, please explain the impact to the organization and management efforts.

6.2.2 Failure To Complete Or Default

List each project in the past five (5) years your organization has, on an awarded contract, defaulted or failed to complete and the reasons why.

6.3 DESIGN and PRE-CONSTRUCTION SERVICES

Submitters should describe their ability to complete the design and provide pre-construction services and the advantages offered to MDOT and the Project from these services. Submitter should describe their ability to coordinate with the project team to identify and design the necessary work on an expedited basis.

6.4 CONSTRUCTION SERVICES

Submitters should describe their ability to perform the anticipated construction services for the Project along with their Quality Assurance / Quality Control Plan. Submitters should also describe how they plan to meet the aggressive schedule while coordinating around park operations and

special events and the approach they plan to take to achieve this goal.

6.5 ORGANIZATION & PROJECT PERSONNEL QUALIFICATIONS

6.5.1 Key Staff

Name the key personnel and describe their role in the Project, and experience on similar projects.

6.5.2 Organization Chart

Provide an organizational chart for the Project with names of key individuals for each of the following:

- Design Services (Prime and Subcontractors, if any)
- Construction Services (Prime and any known Subcontractors. If Subcontractors are not known or identified, please describe the approach used to select Subcontractors)
- Construction Services Direct Support (Prime's Central Office Support)

6.5.3 RESUMES

Provide resumes for key personnel of the prime and any subcontractors shown on the organization charts as detailed in Section 6.5.2.

6.6 BONDING COMPANY LETTER

Provide a letter from your bonding company that indicates your firm's current bonding limit and rating.

7.0 PROJECT FEES

7.1 GENERAL

The CM will be awarded a contract, which will include the Design Fee and Construction Fee, that will not exceed $4,000,000. Prior to incurring any costs, the CM must provide the MDOT PM a plan with upcoming tasks, deliverables expected from each task, and support for the cost of each task. Plans can be modified if approved by MDOT. Once MDOT approves a plan the CM will be provided with a written Notice to Proceed (NTP) for the plan or individual tasks within a plan to authorize the work. MDOT will not pay for any work that is not approved and authorized by a NTP, or for work that is greater than the not to exceed value of this contract.

7.2 DESIGN FEE

After the contract is awarded the CM will provide the MDOT PM a plan and price proposal for the design services. At a minimum, the plan shall include all expected design activities, work that is

intended to be designed and constructed, timeframes for each activity, and the names of the firms providing design services.

The design price proposal includes all proposed costs for the design of the project. In accordance to 23 CFR Section 172 and 49 CFR Part 18, compensation for the design work shall be on a lump sum basis, paid at the end of the design services. The MDOT Project Manager may authorize incremental payments if the design phase is delayed due to circumstances beyond the CM's control.

All billings for services must be directed to the Department and follow the current guidelines. The latest copy of the "Professional Engineering Service Reimbursement Guidelines for Bureau of Highways" is available on MDOT's website. This document contains instructions and forms that must be followed and used for billing. Payment may be delayed or decreased if the instructions are not followed.

Payment to the CM for services rendered shall not exceed the maximum lump sum amount unless an increase is approved in accordance with the contract with the CM. Typically, billings must be submitted within 60 days after the completion of services. The final billing must be received within 60 days of the completion of services.

The lump sum price for design services should include all direct costs, overhead, and profit required to complete the design work outlined in this RFQ. Provide a table showing labor rates and estimated hours for all personnel providing Design Services, overhead rate, subconsultant or subcontractor costs (if any), direct expenses, fixed fee, and total costs (see MDOT form 5101A, 5101B, and 5101C for examples).

MDOT reserves the right to negotiate the cost of the Design Services Fee. If MDOT and the selected CM cannot agree on a price, hours of effort, or number of employees providing these services, MDOT may begin negotiations with the next highest ranking Submitter from the SOQ scoring process.

7.3 CONSTRUCTION FEE

After the design is completed, the CM must provide the MDOT PM with a package containing plans and a proposal that adequately describes the work that will be constructed. The package must contain the estimated quantities of individual pay items and the price for completing the work. MDOT will review the package and determine if the CM's price is acceptable. If the price is not acceptable, the CM and MDOT will attempt to negotiate the price until it is deemed acceptable by MDOT. If a price cannot be reached the CM will be paid only for their approved Design Services Fees.

Upon approval of the package, the CM will be required to provide MDOT with verification of insurance and bonds. All required contract bonds and insurance limits will be provided in accordance with the 2012 Standard Specifications for Construction.

Payment for construction will be based on the plan provided by the CM, and approved by MDOT during the design phase of the project. Construction progress payments will not be processed until

the plan has been approved by MDOT. Upon MDOT receipt of an invoice for a construction progress payment, payment will be made in approximately 2 weeks.

7.4 TERMINATION OF SERVICES

MDOT may terminate the contract with the CM if services and coordination are not provided as negotiated and/or expected, or for convenience. If the contract is terminated for any reason during any phase, MDOT will determine if partial compensation for services rendered shall be paid to the CM.

8.0 EVALUATION PROCESS

The Statements of Qualifications will be scored by a Selection Committee, made up of the following members:

- MDOT Metro Region Engineer
- Detroit TSC Senior Contracts Project Engineer
- Detroit TSC Manager
- MDOT Innovative Contracting Engineer
- Central Selection Review Team Member

SOQ's will initially be evaluated to determine if the Submitter has met the minimum requirements ("Pass") on all Pass / Fail evaluation criteria. Pass / Fail evaluation criteria are outlined in Section 8.1. SOQ's will then be scored using the qualitative evaluation criteria. If a Submitter receives a "Fail" on any single Pass / Fail requirement, the SOQ will be rated as unacceptable and will not be scored on the qualitative evaluation criteria.

Upon determination that an SOQ meets the minimum Pass / Fail criteria, the Selection Committee will review the SOQ and provide a score for each of the qualitative evaluation criteria.

MDOT reserves the right to conduct an independent investigation of any information, including prior experience, identified in the SOQ by contacting project references, assessing public information, contacting independent parties or other means. MDOT further reserves the right to request additional information from a Submitter during the evaluation of the SOQ.

The Submitter selected to be the CM will be the firm whose verified experience and qualifications, as presented in response to this RFQ and reference checks, in the opinion of MDOT, offers the most experience, expertise, and value to MDOT and the Project. The Selection Committee will review and evaluate the SOQ's throughout the selection process on the following general criteria. It should be noted that this is not a complete list, and should not be considered a "checklist", but rather a reference.

8.1 PASS / FAIL EVALUATION CRITERIA

- CM-001 Submitter Information
- CM-002 Statement of Qualifications Checklist
- CM-003 Addenda Acknowledgment
- Attendance at Pre-Submittal Meeting
- Bonding Company Letter
- Conflict of Interest Form (Page 2 of MDOT form 5100D)

8.2 QUALITATIVE EVALUATION CRITERIA

8.2.1 UNDERSTANDING OF SERVICE (30 POINTS)

- Understanding of the project design and delivery requirements
- Understanding of project scope, schedule, and the work that is needed to be completed on Belle Isle.
- Approach to managing and coordinating all project elements

8.2.2 EXPERIENCE / PAST PERFORMANCE (25 POINTS)

- Experience on projects of similar scope, schedule, complexity, and construction type
- Experience with analyzing and evaluating the constructability of proposed design
- Experience with proposed subcontractors
- History of failure to complete projects or history of default

8.2.3 DESIGN SERVICES (15 POINTS)

- Approach to providing identifying the needs of the project
- Approach to providing a quality design
- Approach to driving cost efficiency
- Approach to developing a timely and accurate design and construction price proposal.

8.2.4 CONSTRUCTION SERVICES (15 POINTS)

- Ability to select qualified labor and secure the appropriate material necessary to complete the project

- Ability to competitively and properly bid subcontractor work
- Quality Assurance / Quality Control Plan

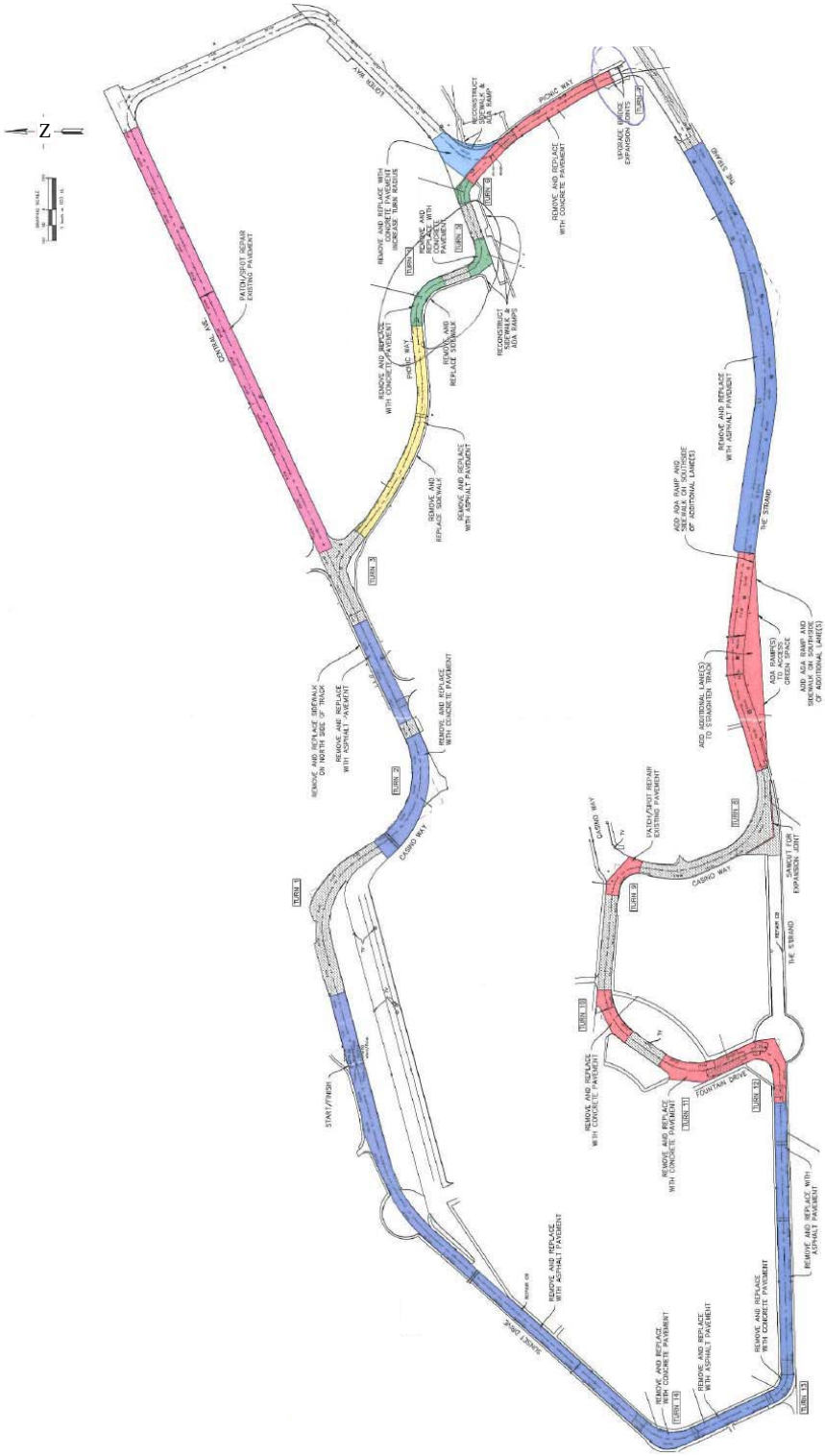
8.2.5 STAFFING (15 POINTS)

- Submitter's appropriate staff qualifications during the Design and Construction phases.
- Submitter's capability and ability to successfully interact with the Owner, Consultant, and Subcontractors.
- Project Manager's qualifications
- Team qualifications (including any subcontractors)

8.3 FINAL SCORE & SELECTION

Selection will be based on the Submitter with the highest total combined score (100 possible points).

Exhibit A: Anticipated Work on Belle Isle Roadways



CM-001 SUBMITTER INFORMATION

Project: _____

Name of Submitter: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Contract Person: _____

Telephone No.: _____ E-Mail: _____

CM-002 STATEMENT OF QUALIFICATIONS CHECKLIST

Project: _____

Name of Submitter: _____

- ☐ Title Sheet**
- ☐ CM-001 – Submitter Information (Pass/Fail Evaluation Criteria)**
- ☐ CM-002– Statement of Qualifications Checklist (Pass/Fail Evaluation Criteria)**
- ☐ CM-003 – Addenda Acknowledgment (Pass/Fail Evaluation Criteria)**
- ☐ Submitter Ownership Status
- ☐ Failure to Complete or Default
- ☐ Understanding of Service
- ☐ Experience / Past Experience
- ☐ Design Services
- ☐ Construction Services
- ☐ Staffing
- ☐ Bonding Company Letter (Pass/Fail Evaluation Criteria)**
- ☐ Conflict of Interest Statement (Page 2 of MDOT form 5100D) (Pass/Fail Evaluation Criteria)**
- ☐ Key Personnel Resumes**

**NOT INCLUDED IN SOQ MAXIMUM PAGE COUNT

CM-003 ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

Project: _____

Name of Submitter: _____

Receipt is hereby acknowledged of the following addenda and responses to questions by MDOT to this RFQ by entering "YES" or "NO" below and indicating the date received:

Addendum No.	Received	Date Received:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

_____ _____
(Name) (Date)

_____
(Title)
Note that this individual must be authorized to sign contracts on behalf of the CM.