

# **REQUEST FOR QUALIFICATIONS**

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

**Southwest Region**

**Design-Build Project**

**US-31 Connection, Reconstruction of I-94, and Reconstruction  
of I-94BL**

**Job Numbers: 130008 / 205792**

**Control Section: 11016 / 11017 / 11081 / 11112**

**Federal Project Number:**

**Original Issue**

**August 1, 2019**



**Table of Contents**

**1 INTRODUCTION ..... 1**

1.1 PROCUREMENT PROCESS..... 1

1.2 PROJECT GOALS ..... 1

1.3 SUBMITTER INFORMATION ..... 1

**2 BACKGROUND INFORMATION; RFQ PROCESS ..... 1**

2.1 PROJECT DESCRIPTION; SCOPE OF WORK ..... 1

2.2 PROJECT SCHEDULE ..... 3

2.3 INQUIRIES AND GENERAL INFORMATION ..... 3

2.4 PREQUALIFICATION..... 4

2.5 MAJOR PARTICIPANTS..... 5

2.6 MDOT CONSULTANT/TECHNICAL SUPPORT ..... 5

2.7 CONFLICTS OF INTEREST ..... 5

2.8 CHANGES TO ORGANIZATIONAL STRUCTURE..... 5

2.9 EQUAL EMPLOYMENT OPPORTUNITY ..... 5

2.10 DISADVANTAGED BUSINESS ENTERPRISES..... 5

**3 CONTENT OF STATEMENT OF QUALIFICATIONS ..... 6**

3.1 INTRODUCTION (PASS/FAIL) ..... 6

3.2 UNDERSTANDING OF PROJECT (30 POINTS) ..... 6

3.3 QUALIFICATIONS OF TEAM (30 POINTS)..... 6

3.3.1 *Organization of Project Team*..... 7

3.3.2 *Project Team Communication*..... 7

3.3.3 *Staff Service Experience*..... 7

3.4 SUBMITTER EXPERIENCE (30 POINTS) ..... 9

3.5 PAST PERFORMANCE OF DESIGNERS (10 POINTS) ..... 10

3.6 LEGAL AND FINANCIAL (PASS/FAIL)..... 10

3.6.1 *Organizational Conflicts of Interest*..... 10

3.6.2 *Legal Structure*..... 10

3.6.3 *Financial Viability*..... 10

**4 EVALUATION PROCESS..... 11**

4.1 SOQ EVALUATION..... 11

4.2 SOQ SCORING..... 11

4.3 DETERMINING SHORTLISTED SUBMITTERS ..... 11

4.4 NOTIFICATION OF SHORTLISTING ..... 11

4.5 DEBRIEFING ..... 11

**5 SOQ SUBMITTAL REQUIREMENTS..... 11**

5.1 DUE DATE, TIME AND LOCATION..... 11

5.2 FORMAT ..... 12

**6 PROCUREMENT PHASE 2 ..... 12**

6.1 REQUEST FOR PROPOSALS ..... 12

6.2 RFP STRUCTURE ..... 12

6.3 PROPOSAL EVALUATIONS ..... 13

6.4 STIPENDS ..... 13

---

**Attachments**

ATTACHMENT A LOCATION MAP..... 14

ATTACHMENT B PRELIMINARY REFERENCE INFORMATION DOCUMENTS ..... 15

ATTACHMENT C CONFLICT OF INTEREST DISCLOSURE ..... 19

ATTACHMENT D EXAMPLE NOTICE OF SHORTLISTING RESULTS ..... 20

ATTACHMENT E SUBMITTER INTRODUCTION FORM..... 21

# 1 INTRODUCTION

The Michigan Department of Transportation (MDOT), Southwest Region, is requesting Statements of Qualifications (“SOQs”) from entities (“Submitters”) interested in submitting proposals for the design and construction of a new US-31 connection to I-94, reconstruction of I-94 and the I-94/I-94BL interchange, and rehabilitation of I-94BL (the “Project”). The Project will be funded with state and federal-aid dollars thereby requiring the Submitters adhere to all pertinent federal, state and local requirements. See Attachment A for map showing the Project location.

## 1.1 Procurement Process

MDOT will use a two-phase procurement process to select a design-build contractor (“Design-Builder”) to deliver the Project. This Request for Qualifications (RFQ) is issued as part of the first phase to solicit information, in the form of SOQ’s, that MDOT will evaluate to determine which Submitters are the most highly qualified to successfully deliver the Project. MDOT intends to shortlist a minimum of three (3), but not more than five (5) Submitters that submit SOQ’s. In the event that there are less than three total Submitters, MDOT may re-advertise the Project.

In the second phase, MDOT will issue a Request for Proposals (RFP) for the Project to the shortlisted Submitters. Only the shortlisted Submitters will be eligible to submit technical and price proposals in response to the RFP for the Project. Each shortlisted 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 offering the low bid, to be determined as described in the RFP. Accelerated contract provisions, such as lane rentals, are being considered.

## 1.2 Project Goals

The following goals have been established for the Project:

- A. Safety
  - i. Provide a safe Project area for the traveling public and workers during execution of the Project
  - ii. Provide a solution consistent with current MDOT, FHWA, and AASHTO practices, guidelines, policies, and standards.
- B. Quality - Provide a high quality product that minimizes future maintenance
- C. Mobility - Minimize impacts to I-94 traffic and the local roads adjacent to the US-31 extension.
- D. Budget - Complete the Project within MDOT’s established budget
- E. Meet or exceed the Project deadlines. Achieve substantial completion of the Project by December 2022.
- F. Environmental – comply with the NEPA reevaluation document with a focus to minimize impacts to the environment.
- G. Utilities – Provide close coordination with affected utility companies to promote the successful and timely delivery of the project.

## 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.

General information on MDOT’s Design-Build program and information regarding this RFQ can be found at the following website: [www.michigan.gov/ic](http://www.michigan.gov/ic).

# 2 BACKGROUND INFORMATION; RFQ PROCESS

## 2.1 Project Description; Scope of Work

The Project is located in Benton Charter Township, Berrien County on I-94, I-94BL, US-31, and I-196 and includes the following major items of work:

- Reconstruct I-94 from south of East Britain Avenue to east of I-196, providing 3 through lanes in each direction and an auxiliary lane between US-31 and I-196 for the eastbound direction (approximately 3.5 miles).
- Reconfigure and construct the I-94/US-31/I-94BL interchange as a partial cloverleaf interchange.
- Reconstruct and reconfigure I-94BL between west of Urbandale Avenue to the new interchange at I-94/US-31, providing one lane in each direction and with a center turn lane (approximately 1.9 miles).
- Construct a roundabout at the intersection of I-94BL and Crystal Avenue.
- Construct new bridges at US-31/I-94BL over I-94, Benton Center Road over US-31, Britain Avenue over US-31, and Empire Avenue over US-31.
- Remove existing bridges at Euclid Avenue over I-94BL, EB I-94BL over I-94, and Highland Avenue over I-94. A cul-de-sac will be utilized to close Highland Avenue. Euclid Avenue is expected to become an at-grade intersection.
- Reconstruct the Territorial Road bridge over I-94.
- Rehabilitate the Benton Center Road bridge over I-94.
- Construct the US-31 connection between Napier Avenue and the new interchange at I-94/I-94BL (approximately 1.8 miles).

The Project will include drainage improvements, stormwater detention and retention, and replacement/construction of large culverts crossing US-31, I-94, and I-94BL.

Permanent signing and pavement markings will be replaced for I-94 and I-94BL, new permanent signing and pavement markings will be included on US-31.

Compliance with all environmental regulations and the associated NEPA clearance will be required.

The Project scope encompasses 4 control sections and 2 project number as follows:

#### **JN 130008**

CS 11016 – I-94 from west of Britain Avenue to the I-196 interchange.

CS 11017 – I-94 east of the I-196 interchange.

CS 11081 – US-31/I-94 interchange and I-94 BL from west of Urbandale Avenue to I-94.

#### **JN 205792**

CS 11112 – US-31 from north of Napier Avenue to I-94.

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

- In general, shoulder closures will be permitted at any time.
- No freeway closures will be allowed on I-94 at any time, except for 15 minute nighttime traffic stoppages associated with beam and truss sign setting.
- Maintain a minimum of two (2) lanes of traffic in each direction on I-94.
- Maintain a minimum of one (1) lane of traffic in each direction on I-94BL.
- Maintain ramp access to and from I-196 at all times. It is anticipated that closures of ramps for the southbound to eastbound and westbound to northbound movements will be allowed. The duration of these closures should be minimized.
- Empire Avenue at US-31, Britain Avenue at US-31, Territorial Road at I-94, Crystal Avenue at I-94BL, and Euclid Avenue at I-94BL may be closed for road and/or bridge work. Restrictions will be in place for closure durations and concurrent closures due to detour routes. Emergency access must be provided at all times.
- Benton Center Road must remain open at all times.
- All traffic must be in their normal lanes during the winter period. Work that does not impact traffic maybe allowed during the winter period. MDOT will not participate in extra costs associated with performing work during the winter.

There are several critical utilities within the project limits, which include petroleum pipelines, overhead power, and gas transmission lines.

Project information and data is included in attachments as follows:

- Attachment A – Location Map
- Attachment B – Preliminary Reference Information Documents (RID)
- Attachment C – Conflict of Interest Disclosure
- Attachment D – Example Notice of Shortlisting Results
- Attachment E – Submitter Introduction Form

The current anticipated design-build cost of the Project is estimated to be \$135,000,000.

## 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

Issue RFQ	August 1, 2019
Deadline for submitting RFQ questions	September 9, 2019, 4:00 pm EST
SOQ due date	September 16, 2019, 4:00 pm EST
Evaluation of SOQs	September 16-30, 2019
Anticipated Notification of shortlisted Submitters (Proposers)	September 30, 2019

### Phase 2 – Request for Proposals – Tentative Schedule (subject to change)

Issue RFP	November 2019
Technical and Price Proposals due	February 2020
Proposer with Low Bid Announced	February 2020
Anticipated Contract Award	March 2020
Anticipated Substantial Completion	November 15, 2022

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

## 2.3 Inquiries and General Information

Information regarding this RFQ, including addenda to the RFQ, questions and answers, and project specific information, will be posted at the following website: [www.michigan.gov/ic](http://www.michigan.gov/ic). Click on “US-31 Connection and I-94 Reconstruct (DB)” under the 2019 Innovative Contracting Projects heading.

All questions regarding the Project must be submitted by e-mail to the MDOT Innovative Contracting 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 other than the MDOT Innovative Contracting Project Manager, or their designee, to obtain information on the Project. Such contact may result in disqualification.

### MDOT Innovative Contracting Project Manager

Dharmesh Valsadia, P.E.

Michigan Department of Transportation, Innovative Contracting Unit

E-mail: [ValsadiaD@michigan.gov](mailto:ValsadiaD@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

- 135000 Ea  
or
- Comb/Jt 135000 Cb, Fa

### Lead Engineering Design Firms Prequalification Requirements

- Design – Bridges
- Design – Roadway: Complex

Anticipated Secondary Engineering Design Firms Prequalification Requirements (Firms that satisfy the requirements denoted with an asterisks (\*) below must be identified in the SOQ. Firms that satisfy the remainder of the requirements do not need to be identified in the SOQ)

- Design – Bridges: Load Rating
- Design Geotechnical: Advanced\*
- Design – Hydraulics II\*
- Design – Traffic: Capacity & Geometric Analysis\*
- Design – Traffic: ITS – Design & System Manager
- Design – Traffic: Pavement Markings
- Design – Traffic: Safety Studies
- Design – Traffic: Signing - Freeway
- Design – Traffic: Signing – Non-Freeway
- Design – Traffic: Work Zone Maintenance of Traffic\*
- Design – Traffic: Work Zone Mobility & Safety\*
- Design – Utilities: Roadway Lighting
- Surveying: Right of Way
- Surveying: Road Design
- Surveying: Structure
- Surveying: Hydraulics

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 lead engineering/design firm(s); 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. The following consultants are not eligible to participate on any Submitter’s team: AECOM Great Lakes, Inc., HNTB Corporation, Surveying Solutions, Inc., and Somat Engineering, Inc..

## 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 or a Major Participant from a Submitter’s SOQ to the Submitter’s Proposal in response to the RFP must be approved by MDOT in writing by submitting Form 5100G. Changes in Key Personnel or a Major Participant 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: <https://mdotjboss.state.mi.us/webforms/WebFormsHome.htm>).

## 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 5%**.

### 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)

The Submitter must complete and sign the Submitter Introduction Form (see Attachment E). **The form certifies 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 and risks 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 mobility and safety concerns;
- E. Understanding of impacts on the adjacent communities and traveling public;
- F. Understanding of utilities coordination efforts and process for resolving conflicts;
- G. Understanding of the environmental concerns for the Project; and
- H. Understanding of the potential risks associated with the Project and mitigation efforts that will be needed to remove or reduce the risk to meet the project goals.

#### 3.3 Qualifications of Team (30 Points)

Provide the qualifications of the Submitter's 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 environmental and geotechnical conditions;
- B. Effective project management structure and interaction with MDOT or other entities;
- C. Experience with expedited schedules and timely completion on comparable projects;
- D. Experience with on-budget completion of comparable projects;
- E. Experience with integrating design and construction activities;
- F. Experience with utility coordination efforts and conflict resolution;
- G. Experience with meeting NEPA requirements and mitigation efforts required when environmentally sensitive areas are encountered;

H. Company experience and qualifications that are relevant to the Project scope.

### **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 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 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 Submitter’s 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. Design Lead Road Engineer
- F. Design Lead Traffic Engineer
- G. Design Lead Structures Engineer
- H. Design Lead Geotechnical Engineer
- I. Design Lead Hydraulics Engineer
- J. Lead Utility Engineer
- K. Environmental Compliance Manager

---

Include the following items on each resume:

- A. Relevant licensing and registration.
- B. Years of experience performing similar work.
- C. Actual work examples on similar projects, including projects, project dates, duties performed and their percentage of time on the project.

### 3.3.3.2 Minimum Qualifications of Key Personnel

Key Personnel will be evaluated, in part, based on the extent they meet and/or exceed minimum qualifications including, but not limited to, relevant education, training, certification, and experience. The following provides minimum qualifications of the Key Personnel assigned to the Project. Any certifications required to meet the requirements of the RFQ shall be in place by the time the first notice to proceed is issued. 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 a minimum of 15 years experience managing the construction of highway construction projects with a similar scope of work, including Design-Build experience. The 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 relevant experience in highway construction and material testing. The Project Supervisor, 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 a minimum of 10 years recent experience overseeing the inspection and materials testing on highway construction projects of similar scope.

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 a minimum of 10 years experience in managing the design of highway construction projects and must be a licensed professional engineer in the State of Michigan now or by the award of the Project. The Design Manager is expected to have recent relevant project experience managing similar types of projects and with Design-Build experience. The Design Manager will be responsible for ensuring that the overall Project design is completed and 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. Design Lead Road Engineer:

The Design Lead Road Engineer must be experienced in roadway design related to new roadway design,

road reconstruction projects (rural freeway and high commercial freeway) that include bridge approach work, and road rehabilitation. The Design Lead Road Engineer must be a registered professional engineer in the State of Michigan now or by the award of the Project.

F. Design Lead Traffic Engineer:

The Design Lead Traffic Engineer must be experienced in work zone safety, work zone traffic control design, signing design, pavement marking design, have significant recent experience in traffic engineering and traffic management on similar projects. Their experience should be focused on rural freeways (new construction), high commercial ADT freeways and interchanges, and divided roadways. They must be a registered professional engineer in the State of Michigan now or by the award of the Project.

G. Design Lead Structures Engineer:

The Design Lead Structures Engineer must be experienced in structure design of the size and type required for this Project and must be a registered professional engineer in the State of Michigan now or by the award of the Project.

H. Design Lead Geotechnical Engineer:

The Design Lead Geotechnical Engineer must be experienced in geotechnical engineering as required for this Project and must be a registered professional engineer in the State of Michigan now or by the award of the Project.

I. Design Lead Hydraulics Engineer:

The Design Lead Hydraulic Engineer must be experienced in hydraulic engineering as required for this Project and must be a registered professional engineer in the State of Michigan now or by the award of the Project. The Lead Hydraulics Engineer should have relevant experience dealing with mass balance and water retention.

J. Lead Utility Engineer:

The Lead Utility Engineer must have recent relevant experience with coordinating and resolving utility conflicts on similar projects, including Design-Build projects. They must demonstrate their ability to work with multiple utilities at once and how conflicts are identified, mitigated, and resolved.

K. Environmental Compliance Manager

The Environmental Compliance Manager must have recent relevant experience for projects with similar environmental issues. They must demonstrate their knowledge and ability to meet NEPA requirements and the Project goals.

### 3.4 Submitter Experience (30 points)

Describe at least two but a maximum of four projects the Submitter has completed or participated in (if the Submitter is not yet existing or is newly formed, please explain) and at least two but a maximum of four projects each listed Major Participant 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 5-10 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 project manager (i.e. the owner's construction manager for construction project or the owner's

- design manager for design projects) 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; and
  - 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 Contracts Tracking System (CTRAK) 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 3.6 shall be submitted as Appendix B – Legal and Financial. Information provided in response to these sections will not count towards the overall page limitation defined in Section 5.2. Information required by this section will be evaluated on a pass/fail basis.

#### **3.6.1 Organizational Conflicts of Interest**

Identify all relevant facts relating to past, present or planned interest(s) of the Submitter's team (including the Submitter, Major Participants, proposed 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) that may result in, or could be viewed as a potential conflict of interest on this Project; (b) present or planned contractual or employment relationships with any current MDOT employee; and (c) any other circumstances that might be considered to create a financial interest in the contract for the Project by any current MDOT employee if the Submitter is awarded the contract. The foregoing is provided by way of example, and shall not constitute a limitation on the disclosure obligations.

For any fact, relationship or circumstance disclosed in response to this Section 3.6.1 identify steps that have been or will be taken to avoid, neutralize or mitigate any organizational conflicts of interest.

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

#### **3.6.2 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.

#### **3.6.3 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 Shortlisted Submitters**

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

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

### **4.5 Debriefing**

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

## **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.

SOQ's shall be delivered to the MDOT Innovative Contracting Project Manager via email. The SOQ's shall have the subject line of "SOQ Southwest Region – US-31 and I-94 DB". MDOT will not accept SOQs by facsimile,

or any other means of delivery.

SOQ's shall be delivered via email to the MDOT Innovative Contracting Project Manager:  
Dharmesh Valsadia, P.E. – MDOT Innovative Contracting Project Manager  
E-mail: ValsadiaD@michigan.gov

## 5.2 Format

All SOQ's must comply with the following:

- A. Provide an electronic Portable Document File (PDF), that is bookmarked. The maximum size allowable for emailing is 14 megabytes (MB). The subject of the email will be titled **“SOQ Southwest Region – US-31 and I-94 DB”**.
- B. 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), 1300EZ forms, Conflict of Interest Statement, submitter introduction (Appendix E – Submitter Introduction Form), and the required legal information (Appendix B – Legal and Financial) defined in Section 3.6. In the 1300EZ form, the references to “Bidder” shall mean “Submitter”.
- C. Pages shall be 8 ½ inches by 11 inches.
- D. Font must be a minimum of 12 point.
- E. All pages must be numbered continuously throughout and in the format of “Page 1 of \_”, including resumes, 1300EZ forms, and legal understanding.
- F. Graphics are allowed within established page limits. Text used on graphics must be legible and easily readable (minimum of 12 point font desired). Graphics must not be used to convey information that could reasonably be presented in the body of the SOQ.

## 6 PROCUREMENT PHASE 2

This Section 6.0 is provided for informational purposes only so that each Submitter has information that describes the second phase 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 shortlisted Submitters must only rely on the actual RFP if and when it is issued. This Section 6.0 does not contain requirements related to the SOQ. The MDOT Project Manager responsible for the design aspects of the Design-Build project will be:

**MDOT Design Project Manager**

Dharmesh Valsadia, P.E.

Michigan Department of Transportation, Southwest Region

### 6.1 Request for Proposals

The Submitters remaining on the shortlist following Phase 1 of the procurement process will be eligible to move to Phase 2 and receive an RFP. While MDOT may make the RFP available to the public for informational purposes, only shortlisted 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 bid to obtain the most cost effective and efficient Proposer to deliver the Project. The bids will be evaluated by combining the construction cost, shared risk items, and road user delay impacts (if applicable) to achieve a low bid.

### **6.4 Stipends**

MDOT will pay a \$133,000 stipend for responsive proposals submitted by Proposers (shortlisted 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 shortlisted Proposers.

MDOT may require shortlisted firms to complete additional paperwork, such as MDOT Form 5100J, in order to process the payment of the stipend.

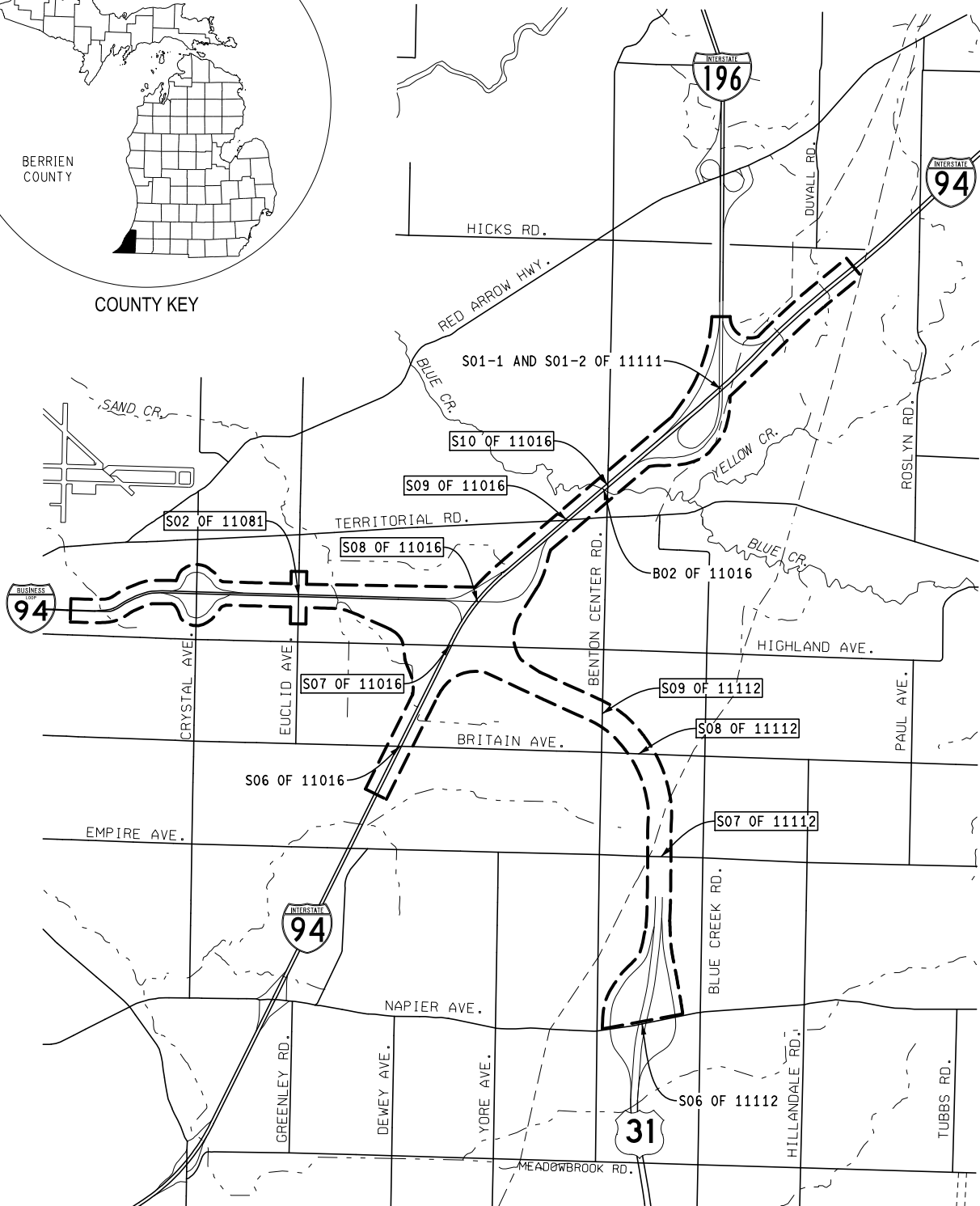


**Attachment A    Location Map**



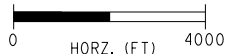
BERRIEN COUNTY

COUNTY KEY



**LEGEND**

— APPROXIMATE PROJECT LIMITS



DESIGN UNIT: VALSADIA  
 CS: 11016/11017/11081/11112  
 JN: 130008 / 205792

TSC: KALAMAZOO  
 ATTACHMENT A  
 PROJECT LOCATION MAP

DATE: 07/31/19  
 DRAWING SHEET  
 SECT 1

FILE:

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

These documents are provided on MDOT ProjectWise. Access can be obtained by contacting Dharmesh Valsadia, MDOT Innovative Contracting Project Manager at ValsadiaD@michigan.gov.

<b>RID AS-BUILTS</b>	
(Descriptions of as-builts are provided for information only and may not be entirely accurate)	
11016 - 017.pdf	Plans for widening I-94 from Niles Ave to I-196 from 4 lanes to 6 lanes (1964)
11016 - 26753.pdf	Plans for HMA resurfacing of I-94 from Empire Ave to I-196 (1988)
11016 - B02 B13 11-2-6.pdf	Plans for the construction of the I-94 bridge over Blue Creek (1958)
11016 - C1 C7 U-41-1.pdf	Plans for I-94 construction between Highland Avenue and Carmody Road (1956)
11016 - C2 C5 V-18-1.pdf	Plans for I-94 construction between Hollywood Road and Townline Road; M-139 interchange (1956)
11016 - C3 C6 V-18-1-A.pdf	Plans for I-94 construction between Townline Rd and Main St; Pipestone and Napier interchanges (1960)
11016 - S06 B6 11-2-6.pdf	Plans for the construction of the Britain Avenue bridge over I-94 (1956)
11016 - S07 B7 11-2-6.pdf	Plans for the construction of the Highland Avenue bridge over I-94 (1956)
11016 - S08 B8 11-2-6.pdf	Plans for the construction of the EB I-94 BL (Main Street) bridge over I-94 (1958)
11016 - S09 C1 B9 11-2-6.pdf	Plans for the construction of the Territorial Road bridge over I-94 (1958)
11081 - S02.pdf	Plans for the construction of the Euclid Avenue bridge over I-94 BL (Main Street) (1967)
107965_Road.pdf	Plans for construction of ITS equipment on I-94 in Berrien, Van Buren, Kalamazoo and Calhoun Co.'s (2013)

<b>RID CONCEPT PLANS</b>
<b><u>CADD Reference Files</u></b>
A-130008_Align.dgn
A-130008_Prof.dgn
B-130008_Bridge.dgn
D-130008_Const.dgn
D-130008_ROW.dgn
D-130008_Sign.dgn
D-130008_Topo.dgn
E-130008_I94_US31_Botanical Field Data_2019-06-05.zip
E-130008_I94_US31_Wetlands_2019-07-25.zip
E-130008_Wetland.dgn
job008.gpk
U-130008_US-31_pipeline_ROW_Easements_2019-02-07.dgn
U-130008_Utility.dgn
<b><u>Concept Plans</u></b>
Z-130008_Roll_Plot_8-1-19.pdf
Z-130008_Roll_Plot_8-1-19.kmz
<b>RID MISCELLANEOUS REFERENCE</b>
<b><u>Environmental</u></b>
E-49719_2004-04 - FEIS.pdf
E-49719_MDOT_US31_I94_ROD_and_Transmital_Letter_104717_7.pdf
E-130008_Approx Stream Locations_2019-06-20.pdf
E-130008_Estimated Stream Locations.kmz
E-130008_I94_US31_Noise Measurement Sites_2019-06-28.pdf
E-130008_Reevaluation Request.docx
E-205792_I94_US31_Note to File-Pipeline Relocation_2019-04-16.pdf
I-130008_Wetland Photos_2019-06.zip
<b><u>Geotechnical</u></b>
G-130008_Alt2_Preferred_PavementExhibit_LCCA_Preview_2019-06-20.pdf

G-130008_Soils Memo_2019-04-10.pdf
G-130008-205792_Pavement Design_2019-07-11.pdf
<b><u>Roadway</u></b>
I-130008_Road Photos_2018-06-27.zip
<b><u>ROW</u></b>
D-130008-ROW Map_2019-03-25.pdf
<b><u>Structures</u></b>
B02-11016_2016 Streambed.xls
B02-11016_BSIR_2016-06-14.pdf
B02-11016_I-94 over Blue Creek Photos_2016-06-14.doc
<b><u>Survey</u></b>
S-130008PES_Hydraulic_I-94 over Unnamed Tributary_2019-06-11.zip
S-130008PES_Survey_I-94 from Britain Ave to I-196_2019-04-11.zip
<b><u>Traffic</u></b>
R-130008_I-94 Corridor Evaluation.pdf
R-130008_I-94 RSA State line to Kzoo Line.pdf
R-130008_I-94 RSA Summaries.pdf
R-130008_TAR_2018-08-24.pdf
R-130008_TAR_2019-05-02.pdf
R-130008_TM#180100 MAIN_2018.pdf
R-130008_TM#180101 MAIN_2018.pdf
R-130008_TM#180102 MAIN_2018.pdf
R-130008_TM#180103 MAIN_2018.pdf
R-130008_TM#180104 MAIN_2018.pdf
R-130008_Volume-Crystal Ramps_2016.pdf
R-130008_Volume-Euclid_2017-08.pdf
R-130008_Volume-Mainline_btwnapier94BL_2018.pdf
Z-11016-01-005_TS Permit I-94 EB off ramp @ Napier_2011-09-26.pdf
Z-11016-01-105_TS Permit I-94 WB off ramp @ Napier_2011-09-15.pdf
Z-11112-001_TS Permit US-31 NB off ramp @ Napier_2003-08-08.pdf

<u>Utility</u>	
U-130008_Utility_Conflict_Matrix_7-31-19.pdf	
U-130008_Utility_Roll_Plot_7-31-19.pdf	
Utility Company Responses:	American Electric Power (AEP) ANR Pipeline Company Berrien County Drain Commissioner Comcast Merit

## 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)

**US-31 Connection, Reconstruction of I-94, and Reconstruction of I-94BL**

**MDOT JN 13008 / 205792**

The following teams have been shortlisted for the US-31 Connection and I-94 Reconstruction Design-Build Project:

<b>Shortlisted Team Name</b>	<b>Cumulative Score (100 Pts. Max.)</b>	<b><u>Criterion #1</u> Project Understanding (25 Pts. Max.)</b>	<b><u>Criterion #2</u> Team Qualifications (30 Pts. Max.)</b>	<b><u>Criterion #3</u> Submitter Experience (30 Pts. Max.)</b>	<b><u>Criterion #4</u> Past Performance of Designers (15 Pts. Max.)</b>
Company 1					
Company 2					
Company 3					
Company 4					
Company 5					
<b>Non-Shortlisted Scores (Names are not provided)</b>	<b>Cumulative Score (100 Pts. Max.)</b>	<b><u>Criterion #1</u> Project Understanding (25 Pts. Max.)</b>	<b><u>Criterion #2</u> Team Qualifications (30 Pts. Max.)</b>	<b><u>Criterion #3</u> Submitter Experience (30 Pts. Max.)</b>	<b><u>Criterion #4</u> Past Performance of Designers (15 Pts. Max.)</b>
<i>(Intentionally Left Blank)</i>					
<i>(Intentionally Left Blank)</i>					
<i>(Intentionally Left Blank)</i>					
<i>(Intentionally Left Blank)</i>					



**Attachment E Submitter Introduction Form**

**Submitter Organization Information:**

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

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

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

**Major Participants:**

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

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

Addenda Number:	Addenda Date:	Acknowledgement: (check box)
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

**Signatures:**

This form is required to be signed by authorized representatives of the Submitter organization. If the Submitter is a joint venture, the joint venture members must sign the form. 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 form.

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

Printed Name:	Signature:	Date:	Organization/Role: