

## NOTICE TO SUBMITTERS

Interested parties are required to use MDOT's eProposal system to submit a proposal for Request for Proposal (RFP) Requisition 3524, "Specialty Services to define a systems solution to develop and implement and Inductive Vehicle Charging Pilot (IVCP)". [Consultant Advisory 2020-4 Consultant Proposal Changes](#)

details how to access the eProposal site where the RFP is posted and how to register for MiLOGIN.

The RFP Requisition 3524 is located under Specialty Services and Proposals are due 10/25/2021. Interested parties **must** submit their proposal through the online link located with the posting through eProposal. Any questions should be directed to the Project Manager via email at [Muellerm2@michigan.gov](mailto:Muellerm2@michigan.gov). All questions, answers and the most current RFP will be posted within the eProposal web system.

## CHECKLIST TO DESIGNATE AREAS OF EVALUATION FOR PROPOSAL

	REQUISITION NUMBER 3524	DUE DATE 10/25/21	TIME DUE noon est
MDOT PROJECT MANAGER Michele Mueller	JOB NUMBER (JN) 213305 EPE	CONTROL SECTION (CS) 63000	

**DESCRIPTION**

Specialty Services to define a systems solution to develop and implement and Inductive Vehicle Charging Pilot (IVCP)

<p><b>MDOT PROJECT MANAGER:</b> Check all items to be included in. WHITE = REQUIRED ** = OPTIONAL</p> <p>Check the appropriate Tier in the box below</p>	<p><b>CONSULTANT:</b> Provide only checked items below in proposal when applicable, Best Value scoring criteria is listed separately in the RFP.</p> <p style="text-align: center;">**Optional items are determined by the MDOT Project Manager.</p>	
<input type="checkbox"/> TIER II (\$250,000-\$1,500,000)	<input checked="" type="checkbox"/> TIER III (>\$1,500,000)	
<input type="checkbox"/>	<input type="checkbox"/>	Understanding of Service **
<input type="checkbox"/>	<input type="checkbox"/>	Innovations
<input type="checkbox"/>	<input type="checkbox"/>	Organizational Chart
<input type="checkbox"/>	<input type="checkbox"/>	Qualifications of Team
N/A	<input type="checkbox"/>	Quality Assurance/Quality Control **
<input type="checkbox"/>	<input type="checkbox"/>	<b>Location:</b> The percentage of work performed in Michigan will be used for all selections unless the project is for on-site inspection or survey activities, then location should be scored using the distance from the consultant office to the on-site inspection or survey activity.
N/A	<input type="checkbox"/>	Presentation **
N/A	<input type="checkbox"/>	Technical Proposal (if Presentation is required)
7 pages (MDOT Forms not counted)	14 pages (MDOT Forms not counted)	Total maximum pages for RFP <b>not including key personnel resumes</b> . Resumes limited to 2 pages per key staff personnel.

**PROPOSAL AND BID SHEET shall be uploaded to e proposal at <https://milogintp.michigan.gov/>**

The Consultants will receive an e-mail reply/notification from MDOT when the proposal is received. Please retain a copy of this e-mail as proof that the proposal was received on time. Consultants are responsible for ensuring that MDOT receives the proposal on time.

\* Contact Contract Services Division immediately at 517-335-5828 if you do not get an auto response.

**GENERAL INFORMATION**

If your firm is interested in providing services, please indicate your interest by submitting a Proposal, Proposal / Bid Sheet or Bid Sheet as indicated below. The documents must be developed and submitted in accordance with the latest [Consultant / Vendor Selection Guidelines for Services Contracts](#).

Any questions relative to the scope of services must be submitted by e-mail to the MDOT Project Manager. Questions must be received by the Project Manager at least five (5) working days prior to the due date and time specified above. All questions and answers will be placed on the e proposal website as soon as possible after receipt of the questions, and at least three (3) days prior to the RFP due date deadline. The names of vendors submitting questions will not be disclosed.

MDOT is an equal opportunity employer and MDOT DBE firms are encouraged to apply. The participating DBE firm, as currently certified by MDOT's Office of Equal Opportunity, shall be listed in the Proposal.

**MDOT FORMS REQUIRED AS PART OF PROPOSAL SUBMISSION**

- 5100D** – Request for Proposal Cover Sheet
- 5100J** – Consultant Data and Signature Sheet

**(These forms are not included in the proposal maximum page count.)**

The Michigan Department of Transportation (MDOT) is seeking professional services for the project contained in the attached scope of services.

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#### RFP SPECIFIC INFORMATION

ENGINEERING SERVICES       BUREAU OF TRANSPORTATION PLANNING       OTHER

THE SERVICE WAS POSTED ON THE ANTICIPATED QUARTERLY REQUESTS FOR PROPOSALS

NO       YES      DATED \_\_\_\_\_ THROUGH \_\_\_\_\_

**Prequalified Services** – See the attached Scope of Services for required Prequalification Classifications.

**Non-Prequalified Services** - If selected, the vendor must ensure that current financial information, in accordance with the Financial Requirements for Non-Prequalified Consultants / Vendors, is on file and accepted with MDOT's Office of Commission Audits. This information must be on file and accepted for the prime vendor and all sub vendors prior to a contract award. **Form 5100J is required with proposals for all non-prequalified firms performing services on this project**

**Qualification Based Selection** - Use the [Consultant / Vendor Selection Guidelines](#).

**For all Qualifications Based Selections**, the selection team will review the information submitted and will select the firm considered most qualified to perform the services based on the proposals. The selected firm will be asked to prepare a priced proposal. Negotiations will be conducted with the firm selected.

**For a cost plus fixed fee contract**, the selected vendor must have a cost accounting system to support a cost plus fixed fee contract. This type of system has a job-order cost accounting system for the recording and accumulation of costs incurred under its contracts. Each project is assigned a job number so that costs may be segregated and accumulated in the vendor's job-order accounting system.

**Best Value** – Use the [Consultant / Vendor Selection Guidelines](#). See Bid Sheet Instructions below for additional information. The bid amount is a component of the total proposal score, not the determining factor of the selection.

**Low Bid** (no qualifications review required – no proposal required.)

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#### BID SHEET INSTRUCTIONS

Bid Sheet(s) are located at the end of the Scope of Services. Submit bid sheet(s) with the proposal, to <https://milogintp.michigan.gov>. Failure to comply with this procedure may result in your bid being rejected from consideration. MDOT reserves the right to reject any and all bids.

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#### PARTNERSHIP CHARTER AGREEMENT

MDOT and ACEC created a Partnership Charter Agreement which establishes guidelines to assist MDOT and Consultants in successful partnering. Both the Consultant and MDOT Project Manager are reminded to review the [ACEC-MDOT Partnership Charter Agreement](#) and are asked to follow all communications, issues resolution and other procedures and guidance's contained therein.

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**Michigan Department of Transportation**

**SCOPE OF SERVICE  
FOR  
SPECIALTY SERVICES  
Inductive Vehicle Charging Pilot**

**CONTROL SECTION:** 63000

**JOB NUMBER:** 213305 EPE

**PROJECT LOCATION:** Macomb, Oakland, or Wayne County

**PROJECT DESCRIPTION:**

The Michigan Department of Transportation (MDOT) is seeking innovative proposals defining a systems solution approach to develop and implement an Inductive Vehicle Charging Pilot to further the vision of being the first in the US to deploy a dynamic or hybrid dynamic/static charging system to wirelessly power a minimum 1-mile route for all modes of transportation, with integration to adjoining public transit routes to power electric buses and other transportation modes. The Michigan Department of Transportation will provide \$1.9 million in funding, with the Proposer providing a cost share.

**ANTICIPATED SERVICE START DATE:** November 1, 2021

**ANTICIPATED SERVICE COMPLETION DATE:** December 31, 2025

**DBE PARTICIPATION REQUIREMENT:** There is no DBE requirement for this project.

**PRIMARY PREQUALIFICATION CLASSIFICATION(S):** N/A

**SECONDARY PREQUALIFICATION CLASSIFICATION(S):** N/A

**NOTE:** Prequalification classifications may or may not be required as a part of MDOT providing permits to perform the services throughout the project.

The following classifications may or may not be required:

Construction Engineering: Bridges & Ancillary Structures  
Construction Engineering: Roadway  
Construction Engineering: Roadway – Local Agency  
Construction Inspection: Bridge Painting  
Construction Inspection: Bridges & Ancillary Structures

Construction Inspection: HMA Pavement  
Construction Inspection: Roadway  
Construction Inspection: Traffic and Safety  
Construction Services: Office Technician  
Construction Testing: Aggregates  
Construction Testing: Concrete  
Construction Testing: Density  
Construction Testing: HMA  
Construction Testing: HMA Assistance  
Design – Bridges  
Design - Roadway  
Design – Bridges: Railroad  
Design - Buildings  
Design – Bridges: Safety Inspection  
Design – Bridges: Scoping  
Design – Geotechnical  
Design – Hydraulics I  
Design – Hydraulics II  
Design – Landscape Architecture  
Design – Traffic: Pavement Markings  
Design – Traffic: Signing – Non-Freeway  
Design – Traffic: Work Zone Maintenance of Traffic  
Design – Utilities: Municipal  
Design – Utilities: Roadway Lighting  
Design – Utilities: Subsurface Utility Engineering  
Design: Project Development Studies  
Design: Wetlands  
Surveying: Hydraulics  
Surveying: Right of Way  
Surveying: Road Design  
Surveying: Structure  
Environmental: Archaeology – Historic  
Environmental: Botanical  
Environmental: Contamination  
Environmental: Historic Assessment  
Environmental: Wetland Assessment

**PREFERRED QUALIFICATIONS AND CRITERIA (FOR NON-CLASSIFIED SERVICES):**

As minimum qualifications, the Proposer’s Team must demonstrate an understanding of the technology and delivery of infrastructure attributes necessary to support the Inductive Vehicle Charging Pilot, including direct examples of deployment and operational experience of inductive vehicle charging technology.

**MDOT PROJECT MANAGER:**

Michele Mueller  
Connected and Automated Vehicles Sr. Project Manager  
MDOT Metro Region Office  
18101 W. Nine Mile Road  
Southfield, MI 48075  
248-431-1443  
E-mail: [Muellerm2@michigan.gov](mailto:Muellerm2@michigan.gov)

**1.0 INTRODUCTION:**

MDOT (Michigan Department of Transportation) hereby invites Vendors to respond to this Request for Proposals (RFP) for the Inductive Vehicle Charging Pilot project as an innovation and implementation partner working towards a pilot that places Michigan as the first in the United States to implement a charging in motion solution.

The Vendor will work with MDOT, OFME (Office of Future Mobility and Electrification) and EGLE to design, fund, evaluate, iterate, test and implement the Inductive Vehicle Charging Pilot. Implementation of this concept is intended to advance the state of play in application of inductive vehicle charging technologies to serve as a practical model for future implementation on other corridors as part of a financially and environmentally sustainable transportation system.

As defined in this RFP, responding parties will provide a proposal describing the project in detail, demonstrating qualified staff and a funding model for initial and sustainable operations. MDOT will evaluate Proposals, hold Presentations, and select one Vendor team. Information submitted in the Proposal will be utilized in negotiations with the apparent successful Proposer to finalize the scope and contract between the Vendor and MDOT.

**1.1 Project Principles:**

The Inductive Vehicle Charging Pilot envisions all stakeholders and elements of the transportation system working together to implement a US first-ever embedded dynamic or hybrid dynamic and static charging system along a minimum 1-mile key route or corridor to enable charging in motion.

MDOT is seeking innovative proposals on the establishment of the Inductive Vehicle Charging Pilot supporting the following core principles:

- **Public Safety:** All aspects of the strategy and solution throughout the pilot must ensure the safety of the motoring public and vulnerable road users' community.
- **Interoperable Technology:** Infrastructure that supports open industry standards for inductive charging and facilitates development, deployment and user acceptance through interoperability and uniformity.

- **System Sustainability:** Pilot implementation lifecycle must consider the support of various electric vehicle technologies with a financially and environmentally sustainable model while maintaining effective system operations

## **2.0 PROJECT INFORMATION:**

### **2.1 Project Description:**

MDOT desires to procure the services of a Vendor to propose a project inclusive of the planning, funding, preliminary design, final design, construction, implementation, operation, and maintenance of the Inductive Vehicle Charging Pilot.

All proposed work shall conform to current MDOT, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Department of Energy (DOE), U.S. Environmental Protection Agency (US EPA), Michigan Department of Environment, Great Lakes & Energy (EGLE), and American Association of State Highway Transportation Officials (AASHTO) practices, guidelines, policies, and standards. All testing and operation of electric vehicle (EV) technology on public roads as part of the Inductive Vehicle Charging Pilot must adhere to all relevant Federal, State, and Local laws related to the testing and operation of EVs on public roadways.

### **2.2 Scope of Services:**

MDOT anticipates that the performance of these activities may extend over a 50-month period; however, the actual duration may vary depending on the requirements of the environmental and entitlement processes, as well as any changes in law which may be necessary to advance the work contemplated. At a minimum, the following work is anticipated to be performed for the Inductive Vehicle Charging Pilot project through the Vendor Contract.

**Stakeholder Engagement:** Key to the success of the project will be robust stakeholder and community engagement to share information on the deployment and receive stakeholder input on applicable use cases and needs related to the Inductive Vehicle Charging Pilot. Key stakeholders and users of the infrastructure will need to be identified, including, but not limited to:

- Local Governmental Agencies
- Utility Providers
- Infrastructure Owners and Operators (IOOs)
- Motor Vehicle Regulators and Administrators
- Law Enforcement Agencies
- Transit Providers
- Transit and Vulnerable Road User Representatives
- OEMs
- Tier I companies
- Business and Community Representatives
- Regional Planning Agencies

**Inductive Vehicle Charging Pilot Considerations:** MDOT and core stakeholders will work with the Vendor to establish the following key components of a complete and successful Inductive Vehicle Charging Pilot implementation.

**Feasibility:** Review the current federal, state, and local policies and enabling legislation affecting the implementation of the Inductive Vehicle Charging Pilot. Ensure all applicable local, state, and federal regulations are followed when considering not only constructability but ongoing systems operations and maintenance.

**Location:** Identify potential locations for implementation of the Inductive Vehicle Charging Pilot that has the greatest opportunity for use by the industry and the greatest impact on public and commercial transportation infrastructure to serve as a model for application in other corridors and locations. Locations shall consider a variety of vehicular form factors as well as the current state of the industry,

**Infrastructure:** Identify the infrastructure components necessary to support effective implementation of the inductive vehicle charging technology.

**Operations:** Identify a concept of operations to support the safe and efficient use of the inductive vehicle charging pilot while mitigating any negative operational impacts.

Prepare preliminary design and final design level documents, test, evaluate, construct, operate and maintain the Inductive Vehicle Charging Pilot, in collaboration with MDOT and stakeholders. The completed system must include the following:

- A complete system to enable a minimum 1-mile segment of dynamic or hybrid dynamic and static charging
  - Embedded coils along the route
  - 1-2 semi-dynamic charging stations at end point terminals to charge while standing still, or moving in a queuing/parking lane
  - Receivers and support for the vehicle integration
- The final budget will be determined with additional detail, including:
  - Site-specific costs for construction and grid connection
  - Route information for Inductive Vehicle Charging Pilot users.
  - Final vehicle specifications for use with the Inductive Vehicle Charging Pilot.
  - Determination of any additional development activities required to integrate wireless electric road technology (e.g., vehicle communication, infrastructure communication, data management)
- Inventory existing utilities and undertake preliminary analysis of potential contamination; identify utility improvements required to support the conceptual design scheme; identify potential remediation needs.

- Be responsible for project utility coordination and documentation.
- Prepare and submit a construction permit to MDOT to perform work within the right of way (ROW). Approval from MDOT will be required before any design or construction work can be performed.
- Complete the preliminary design and provide design plans for this project which may include the following:
  - a) Perform design surveys.
  - b) Prepare required plans, typical cross-sections, details, and specifications required for design and construction.
  - c) Compute and verify all plan quantities.
  - d) Provide solutions to any unique problems that may arise during the design of this project.
  - e) The Vendor will be required to provide Design Services during the construction phase of this project.
  - f) Maintain a Design Project Record in ProjectWise, which includes a history of significant events (changes, comments, etc.) which influenced the development of the plans, dates of submittals and receipt of information.
  - g) If excavation is required, submit the excavation locations which may contain contamination and required documentation and paperwork. The Project Manager then can proceed in requesting a Project Area Contamination Survey (PACS).
  - h) The Vendor shall prepare and submit in ProjectWise (in PDF format) a Critical Path Method (CPM) network for the design and construction of this project.
  - i) The Vendor shall record the minutes and submit in ProjectWise (in PDF format), for all project related meetings to the MDOT Project Manager within two weeks of the meeting.
  - j) The Vendor will provide to MDOT, by entering MDOT ProjectWise at the scheduled submittal dates, electronic documents (in PDF format) of the required specifications and plan set materials for distribution by MDOT for all reviews for this project.

- k) Prepare and submit electronically (native format or PDF) into MDOT ProjectWise, any information, calculations, or drawings required by MDOT for acquiring any permit (i.e. National Pollutant Discharge Elimination System (NPDES), Department of Environment, Great Lakes and Energy (EGLE), etc), approvals (i.e. county drain commission) and related mitigation. MDOT will submit permit requests.
- l) Attend any project-related meetings as directed by the MDOT Project Manager.
- m) Collaborate and provide necessary support for any communication and network needs. Any documentation needed, meetings and coordination shall be provided for any MDOT and DTMB requirements.
- n) Attend information meetings (i.e., public hearings, open houses, etc.) with the public and public officials to assist in responding to concerns and questions. May require the preparation of displays such as maps, aesthetic renderings, marked-up plans, etc.
- o) The Vendor shall be responsible for obtaining and showing on the plans the location and names of all existing utilities within the limits of the project. The location of utilities should include x, y and z coordinates. They will also be responsible for developing a utility matrix, identifying utility conflicts, and required relocations. In the course of resolving utility conflicts, the Vendor shall make modifications to the plans or design details and provide assistance as directed by the MDOT Utility Coordinator and/or Project Manager. The Vendor shall attend any utility meetings called to ensure that the concerns are addressed on the plans involving utilities. The Vendor shall assist in the review of utility permit requests to ensure compatibility with the project.
- p) The Vendor shall be responsible for all traffic control required to perform the work.

All design requirements shall comply with FHWA, FTA, AASHTO, and MDOT design requirements, standards, and special details. Approval for any variances to design requirements/standards will be subject to MDOT, FHWA and FTA approval.

### **2.3 Project Environmental Status:**

The Vendor will be responsible to coordinate with MDOT and provide information required to obtain any NEPA clearances and any/all environmental certifications, permits or other relevant documentation as required based upon the project proposed.

Prior to beginning the environmental clearance process with MDOT, the Vendor shall meet with MDOT Environmental Services Section (ESS) staff to describe the proposed construction and discuss environmental impact areas that may require additional study or information. This meeting should occur at least 6 months prior to the start of construction, but preferably earlier. The consultant may have several meetings and may be requested to produce a NEPA Categorical Exclusion document to facilitate environmental clearance. MDOT staff will complete NEPA Classification and Certification based upon consultant input.

### **3.0 DELIVERY OF THE PROJECT:**

#### **3.1 Vendor Description:**

It is envisioned that the Vendor will be a team of entities with the lead firm as the technology producer working with a team and subcontractors (i.e. engineering services) or invested partners (i.e. utilities, vehicles producers, service operators, etc.) The team will have demonstrated experience in delivering complex, multi-disciplinary projects that integrate transportation and land use systems.

**The Vendor will be expected to directly invest in the project and partial compensation in the amount of \$1.9 million will be provided by MDOT. For operations and maintenance, the Vendor will be expected to use a financially and environmentally sustainable model for the Inductive Vehicle Charging Pilot.**

#### **3.2 Financial Considerations:**

There will be up to \$1.9 million provided by MDOT for this project. The proposal is required to identify their cost share amount (minimum 25%) that will be added to the MDOT allocation for a total project cost. Points will be given per the formula (below) to encourage cost share models. The base cost points formula is to ensure the best value for MDOT. The responder will also be provided additional points for any cost share brought to the project above the required cost share.

The cost share can be in-kind contributions to the project if it meets in the following:

- Hardware
- Vehicles (pro-rated)
- Road materials
- Engineering Services

All cost share allocations must have invoice documentation to substantiate the claimed amount for the successful vendor for audit purposes. Any in kind matches cannot come from other federal and/or state grants or funds.

Funding for this project shall be on a milestone basis. Funding will be divided into payments for the successful completion of a portion of the services (deliverables) as identified below. Deliverables are subject to MDOT review.

<b>Milestone Event</b>	<b>Sub-Milestone Event</b>	<b>Description</b>	<b>Milestone Payment</b>
Planning			
	Stakeholder Outreach	<ul style="list-style-type: none"> <li>Identify stakeholders and host stakeholder meetings</li> </ul>	3%
	Implementation Plan	<ul style="list-style-type: none"> <li>Identify project tasks, including inputs, approach and outputs, constraints, and critical path items.</li> </ul>	5%
	Systems Plan	<ul style="list-style-type: none"> <li>Provide detailed plan of the Inductive Charging Pilot components.</li> <li>Provide detailed plan for infrastructure impacts</li> </ul>	5%
	Location Selection	<ul style="list-style-type: none"> <li>Establish requirements for route</li> <li>Gain approval for route selection</li> </ul>	5%
	Risk Management Plan	<ul style="list-style-type: none"> <li>Utilize NIST Guide for Conducting Risk Assessments (Special Publication 800-30 Revision 1) Identify risks and review conformance to EV charging rules and MIOSHA regulations.</li> <li>Assess the relative level of risk as either: likely, probable, improbable, and impossible.</li> <li>Identify risk mitigation and develop safety Plan. Define methods for monitoring risks.</li> <li>Perform a Preliminary Hazard Assessment for the inductive charger operation. The assessment will identify apparent hazards, assess the</li> </ul>	2%

		severity of potential accidents that could occur involving the hazards, and identify safeguards for reducing the risks associated with the hazards	
	Standard Operating Procedures (SOP)	<ul style="list-style-type: none"> <li>Identify operations, safety, and security procedure and processes as well as handling of exceptions, emergencies, and recovery in a variety of scenarios.</li> <li>Clearly distinguish the roles and responsibilities of MDOT, the Provider and any other partners as part of the SOP</li> </ul>	2%
	Testing Plan	<ul style="list-style-type: none"> <li>Develop testing plan that includes the approach, methodology, assumptions, risks, contingency plan, schedule, testing environment, and a testing checklist.</li> <li>Clearly distinguish the roles and responsibilities of MDOT, the Provider and any other partners.</li> </ul>	2%
	Responsibility Plan	<ul style="list-style-type: none"> <li>Identify roles and responsibilities of MDOT, vendor, sub-vendors and any other parties involved for the project.</li> </ul>	2%
	Preliminary Budget	<ul style="list-style-type: none"> <li>Develop preliminary budget that includes materials, labour, operations and maintenance.</li> </ul>	3%
Design			
	Preliminary Design	<ul style="list-style-type: none"> <li>Develop preliminary design plans that include required plans and quantities.</li> </ul>	5%

	Environmental Review	<ul style="list-style-type: none"> <li>• Provide environmental overview and coordinate clearance with MDOT ESS</li> </ul>	2%
	Right of Way (ROW) Survey	<ul style="list-style-type: none"> <li>• Conduct and provide Right of Way survey and clearance</li> </ul>	1%
	Utility Survey	<ul style="list-style-type: none"> <li>• Inventory existing utilities and identify utility impacts</li> <li>• Identify utility improvements required to support the conceptual design scheme</li> <li>• Be responsible for project utility coordination</li> </ul>	3%
	Final Design	<ul style="list-style-type: none"> <li>• Prepare and submit a construction permit to MDOT to perform work within the right of way (ROW). Approval from MDOT will be required before any design or construction work can be performed.</li> <li>• Final design should include site-specific plans and quantities</li> </ul>	7%
	Final Budget	<ul style="list-style-type: none"> <li>• Develop final budget that includes site-specific costs for construction, grid connection, route information for Inductive Vehicle Charging Pilot users, final vehicle specifications for use with the Inductive Vehicle Charging Pilot and determination of any additional development activities required to integrate wireless electric road technology (e.g., vehicle communication, infrastructure communication, data management)</li> </ul>	5%
Construction			

	Construction Schedule	<ul style="list-style-type: none"> <li>• Provide detailed construction schedule for all construction activities</li> </ul>	5%
	Obtain Permits	<ul style="list-style-type: none"> <li>• Identify and provide all permits required for work in the defined project area.</li> </ul>	5%
	Contracts	<ul style="list-style-type: none"> <li>• Complete all required contracts with agencies and subcontractors/subconsultants for applicable work.</li> </ul>	5%
	Final Construction Plans	<ul style="list-style-type: none"> <li>• Provide final construction plans that include schedule, quantities, contracts and permits</li> </ul>	5%
Testing			
	Technology Mock-up	<ul style="list-style-type: none"> <li>• Build technology Mock-up in conjunction with MDOT.</li> <li>• Provide summary report with testing plan, mock-up and results in final package</li> </ul>	5%
	Hardware and Software Testing	<ul style="list-style-type: none"> <li>• Perform bench testing of hardware and test software in conjunction with MDOT</li> <li>• Deliver test results to MDOT</li> </ul>	5%
	Electrification Testing	<ul style="list-style-type: none"> <li>• Provide testing results of electrification tests to MDOT</li> </ul>	3%
	Road Testing	<ul style="list-style-type: none"> <li>• Conduct pre-test meeting.</li> <li>• Conduct route testing without passengers for chosen operational domain.</li> <li>• Conduct route testing with passengers for chosen operational domain.</li> </ul>	2%
Operation			
	Sustainability Plan	<ul style="list-style-type: none"> <li>• Provide detailed plan for sustainability in both financial</li> </ul>	2%

		and environment aspects (ie. Air quality, energy use, etc).	
Maintenance			
	Responsibility	<ul style="list-style-type: none"> <li>Layout details of responsibilities of all parties in ongoing maintenance of the inductive vehicle charging pilot.</li> </ul>	2%
	Agreements	<ul style="list-style-type: none"> <li>Provide agreement document for maintenance responsibilities</li> </ul>	2%
	Budget	<ul style="list-style-type: none"> <li>Provide detailed maintenance budget</li> </ul>	2%
Summary			
	Summary Report	<ul style="list-style-type: none"> <li>Provide Summary Report documenting the services provided, use of innovative technologies, testing results, operational summary, successes of the demonstration against the operational objectives, and the sustainability of the services moving forward.</li> </ul>	5%

The MDOT Project Manager may authorize payment if a milestone is delayed due to circumstances beyond the Provider’s control.

**3.3 SCORING POINT ASSIGNMENT**

Total Points = 170 Points

**Proposed Selection Criteria and Total Possible Points:**

- Understanding of Services – 25 points**
  - Identify the operational domain being submitted for
  - Describe desire to be included in the Wireless Charging Corridor Project
  - Describe the infrastructure electrification that will be provided and the targeted user base
  - Describe high-level quality control plan for concept, development, construction, testing, and operational phases
- Technical Approach to the Wireless Charging Corridor Project – 35 points**
  - Describe the Electrification Corridor that will be offered:

- Infrastructure description, impacts, and limitations
  - Electric grid description, impacts and limitations
  - Vehicle and/or user requirements, restrictions or limitations
  - Operational design domain limitations
  - Other considerations
- Provide a high-level implementation plan displaying capability to deliver the wireless charging corridor
- Describe the approach to cybersecurity and what steps will be taken to restrict access from outside parties (if applicable)
- Describe any required infrastructure elements necessary that have not been identified in this RFP
- Describe any existing contracts and/or agreements that may impact, limit, or prohibit involvement in this demonstration.
- Describe First-of-its-kind technology, applications, and/or demonstrations that will be showcased.
- **Identification of Charging in Motion Users – 20 points**
  - Identify those that have committed to utilizing the minimum 1 mile segment
  - Identify how many and type of vehicles each entity is committing
  - Identify how long each committed user will use the segment for testing
  - Secure commitment letters from those entities committing to use the segment
- **Qualifications of Team – 20 points**
  - Provide an organizational chart of the key personnel who will be involved in this proposed project, including the structure of the project team and any sub vendors. The role of each shall be identified in detail.
  - Include resumes of the key staff and any sub vendor showing applicable qualifications to serve in the subject role, experience on similar projects or products, years of overall experience, and years with the firm
  - Complete Attachment A – Proposing Team Questions Worksheet as an appendix to the proposal (this will not count towards the proposal page limit)
- **Location – 5 points**
  - Indicate the percentage of work that will be performed in Michigan.
- **Presentation – 30 points**
  - Responders will be provided a scheduled time to present to the scoring them their proposal for the project.
- **Base Price – 20 points**
  - Provide a project bid on attached bid sheet to deliver all services in turnkey fashion.
  - Amount Provided by MDOT
  - Scoring Formula: (low bid/bid)\*20 Points
- **Cost Share Price – 15 Points**
  - Amount of Additional Cost Share (\$) (see Cost Share Match section for eligibility details) \* This is the amount the proposing team is willing to contribute to the

project **above** the total of the cost contributed by MDOT plus the cost share required amount provided by the proposer.

- Scoring Formula: (proposing team additional cost share/highest additional cost share of all proposers)\*15 points

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 for Services rendered shall not exceed the maximum amount unless an increase is approved in accordance with the contract. Typically, billings must be submitted within 60 days after the completion of services for the current billing. The final billing must be received within 60 days of the completion of services. Refer to your contract for your specific contract terms.

#### **4.0 PROPOSAL CONTENT AND SUBMITTAL REQUIREMENTS:**

This section describes the specific information that must be included in the Proposal. Proposals must follow the outline of this section. Proposer Teams shall provide brief, concise information that addresses the requirements of the Project. Submit only one Proposal describing the qualifications for a given team, regardless of the number of entities on the team. Do not submit additional Proposals for each Team Member.

##### **4.1 Description of Process:**

Interested Proposers shall prepare a Proposal for submission to MDOT. MDOT will rank the proposers based on the Scoring Criteria in Section 5.1.

#### **5.0 EVALUATION PROCESS AND CRITERIA:**

##### **5.1 Scoring Criteria:**

Proposers will be requested to submit a Proposal containing, at a minimum, the information as described in Section 3.3. MDOT will evaluate the Proposals and select the Vendor according to the criteria and weightings established for Best Value Based Selections (BVBS) as identified in the [Selection Guidelines for Service Contracts](#) MDOT encourages Proposers to structure their submittals in an organized way to demonstrate the quality and strength of their team.

##### **5.2 Right to Submitted Materials:**

All proposals, responses, inquiries, or correspondence relating to or in reference to this RFP and all reports, charts, displays, schedules, exhibits, graph, maps, and other documents provided by the Proposers will become the property of MDOT and may be subject to disclosure due to the Freedom

of Information Act (FOIA). MDOT shall have the right to use any ideas presented in the Proposals, whether the Proposals are selected or rejected.

## **6.0 Inquiries and General Information:**

Information regarding this RFP, including addenda to the RFP, questions and answers, and project specific information, will be posted to eProposal site through [MILogin for Third Party](#) users.

All questions regarding the Project must be submitted by e-mail to the MDOT Project Manager listed above and clearly indicate on the subject line that the material relates to the Inductive Vehicle Charging Pilot project. MDOT will answer all such questions on the eProposal site through [MILogin for Third Party](#) users as soon as possible after receipt of the questions. The name of any entity submitting questions will not be disclosed. The employees and representatives of the Proposer Team may not contact any MDOT staff (including members of the selection team) other than the MDOT Project Manager or designee to obtain information on the Project. Disallowed contact may result in disqualification.

### **CONSULTANT PAYMENT - Milestone:**

Compensation for this project shall be on a milestone basis. Compensation shall be divided into payments for the completion of a portion of the services (deliverables) As shown in Section 3.2.

The MDOT Project Manager may authorize payment if a milestone is delayed due to circumstances beyond the Consultant's control.

All billings for services must be directed to the Department and follow the current guidelines. The latest copy of the "Professional Service Reimbursement Guidelines for Bureau of Finance and Administration" 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 Consultant for Services rendered shall not exceed the maximum amount unless an increase is approved in accordance with the contract with the Consultant. Typically, billings must be submitted within 60 days after the completion of services for the current billing. The final billing must be received within 60 days of the completion of services. Refer to your contract for your specific contract terms.

## BID SHEET

<b>Milestone Event</b>	<b>Sub-Milestone Event</b>	<b>Description</b>	<b>Bid Amount (\$)</b>
Planning			
	Stakeholder Outreach	<ul style="list-style-type: none"> <li>• Identify stakeholders and host stakeholder meetings</li> </ul>	
	Implementation Plan	<ul style="list-style-type: none"> <li>• Identify project tasks, including inputs, approach and outputs, constraints, and critical path items.</li> </ul>	
	Systems Plan	<ul style="list-style-type: none"> <li>• Provide detailed plan of the Inductive Charging Pilot components.</li> <li>• Provide detailed plan for infrastructure impacts</li> </ul>	
	Location Selection	<ul style="list-style-type: none"> <li>• Establish requirements for route</li> <li>• Gain approval for route selection</li> </ul>	
	Risk Management Plan	<ul style="list-style-type: none"> <li>• Utilize NIST Guide for Conducting Risk Assessments (Special Publication 800-30 Revision 1) Identify risks and review conformance to EV charging rules and MIOSHA regulations.</li> <li>• Assess the relative level of risk as either: likely, probable, improbable, and impossible.</li> <li>• Identify risk mitigation and develop safety Plan. Define methods for monitoring risks.</li> <li>• Perform a Preliminary Hazard Assessment for the inductive charger operation. The</li> </ul>	

		assessment will identify apparent hazards, assess the severity of potential accidents that could occur involving the hazards, and identify safeguards for reducing the risks associated with the hazards	
	Standard Operating Procedures (SOP)	<ul style="list-style-type: none"> <li>Identify operations, safety, and security procedure and processes as well as handling of exceptions, emergencies, and recovery in a variety of scenarios.</li> <li>Clearly distinguish the roles and responsibilities of MDOT, the Provider and any other partners as part of the SOP</li> </ul>	
	Testing Plan	<ul style="list-style-type: none"> <li>Develop testing plan that includes the approach, methodology, assumptions, risks, contingency plan, schedule, testing environment, and a testing checklist.</li> <li>Clearly distinguish the roles and responsibilities of MDOT, the Provider and any other partners.</li> </ul>	
	Responsibility Plan	<ul style="list-style-type: none"> <li>Identify roles and responsibilities of MDOT, vendor, sub-vendors and any other parties involved for the project.</li> </ul>	
	Preliminary Budget	<ul style="list-style-type: none"> <li>Develop preliminary budget that includes materials, labour, operations and maintenance.</li> </ul>	
Design			
	Preliminary Design	<ul style="list-style-type: none"> <li>Develop preliminary design plans that include required plans and quantities.</li> </ul>	

	Environmental Survey	<ul style="list-style-type: none"> <li>• Provide environmental overview and coordinate clearance with MDOT ESS</li> </ul>	
	Right of Way (ROW) Survey	<ul style="list-style-type: none"> <li>• Conduct and provide Right of Way survey and clearance</li> </ul>	
	Utility Survey	<ul style="list-style-type: none"> <li>• Inventory existing utilities and identify utility impacts</li> <li>• Identify utility improvements required to support the conceptual design scheme</li> <li>• Be responsible for project utility coordination</li> </ul>	
	Final Design	<ul style="list-style-type: none"> <li>• Prepare and submit a construction permit to MDOT to perform work within the right of way (ROW). Approval from MDOT will be required before any design or construction work can be performed.</li> <li>• Final design should include site-specific plans and quantities</li> </ul>	
	Final Budget	<ul style="list-style-type: none"> <li>• Develop final budget that includes site-specific costs for construction, grid connection, route information for Inductive Vehicle Charging Pilot users, final vehicle specifications for use with the Inductive Vehicle Charging Pilot and determination of any additional development activities required to integrate wireless electric road technology (e.g., vehicle communication, infrastructure communication, data management)</li> </ul>	
Construction			

	Construction Schedule	<ul style="list-style-type: none"> <li>• Provide detailed construction schedule for all construction activities</li> </ul>	
	Obtain Permits	<ul style="list-style-type: none"> <li>• Identify and provide all permits required for work in the defined project area.</li> </ul>	
	Contracts	<ul style="list-style-type: none"> <li>• Complete all required contracts with agencies and subcontractors/subconsultants for applicable work.</li> </ul>	
	Final Construction Plans	<ul style="list-style-type: none"> <li>• Provide final construction plans that include schedule, quantities, contracts and permits</li> </ul>	
Testing			
	Technology Mock-up	<ul style="list-style-type: none"> <li>• Build technology Mock-up in conjunction with MDOT.</li> <li>• Provide summary report with testing plan, mock-up and results in final package</li> </ul>	
	Hardware and Software Testing	<ul style="list-style-type: none"> <li>• Perform bench testing of hardware and test software in conjunction with MDOT</li> <li>• Deliver test results to MDOT</li> </ul>	
	Electrification Testing	<ul style="list-style-type: none"> <li>• Provide testing results of electrification tests to MDOT</li> </ul>	
	Road Testing	<ul style="list-style-type: none"> <li>• Conduct pre-test meeting.</li> <li>• Conduct route testing without passengers for chosen operational domain.</li> <li>• Conduct route testing with passengers for chosen operational domain.</li> </ul>	
Operation			
	Sustainability Plan	<ul style="list-style-type: none"> <li>• Provide detailed plan for sustainability in both financial</li> </ul>	

		and environment aspects (ie. Air quality, energy use, etc).	
Maintenance			
	Responsibility	<ul style="list-style-type: none"> <li>Layout details of responsibilities of all parties in ongoing maintenance of the inductive vehicle charging pilot.</li> </ul>	
	Agreements	<ul style="list-style-type: none"> <li>Provide agreement document for maintenance responsibilities</li> </ul>	
	Budget	<ul style="list-style-type: none"> <li>Provide detailed maintenance budget</li> </ul>	
Summary			
	Summary Report	<ul style="list-style-type: none"> <li>Provide Summary Report documenting the services provided, use of innovative technologies, testing results, operational summary, successes of the demonstration against the operational objectives, and the sustainability of the services moving forward.</li> </ul>	
		Total Project Cost (\$):	
		MDOT Project Amount (\$):	
		Cost Share Required Amount (25%) (\$):	
		Additional Cost Share Amount Team Providing (\$):	

## PROPOSAL REQUIREMENTS

Proposals must be submitted for this project electronically. Proposal submittal requirements are listed in *PART IV – INSTRUCTION FOR SUBMITTING PROPOSALS* at the following link [Selection Guidelines for Service Contracts](#)

### **FINANCIAL REQUIREMENTS FOR NON-PREQUALIFIED Revised**

[2/2020 Financial Requirements for Non-Prequalified Consultants/Vendors](#)

### **E-VERIFY REQUIREMENTS**

E-Verify is an Internet based system that allows an employer, using information reported on an employee's Form I-9, Employment Eligibility Verification, to determine the eligibility of that employee to work in the United States. There is no charge to employers to use E-Verify. The E-Verify system is operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration. E-Verify is available in Spanish.

The State of Michigan is requiring, under Public Act 200 of 2012, Section 381, that as a condition of each contract or subcontract for construction, maintenance, or engineering services that the pre-qualified contractor or subcontractor agree to use the E-Verify system to verify that all persons hired during the contract term by the contractor or subcontractor are legally present and authorized to work in the United States.

Information on registration for and use of the E-Verify program can be obtained via the Internet at the DHS Web site: <http://www.dhs.gov/E-Verify>.

The documentation supporting the usage of the E-Verify system must be maintained by each consultant and be made available to MDOT upon request.

It is the responsibility of the prime consultant to include the E-Verify requirement documented in this NOTIFICATION in all tiers of subcontracts.

### **DIGITAL SIGNATURE OF CONTRACTS**

On **January 4, 2018**, Contract Services Division implemented the use of CoSign as the exclusive software for digitally signing all consultant contracts and consultant contract related documents. All other digital signing methods are no longer accepted. Prior to using CoSign, all external partners must apply for a free digital signature user account by submitting a [MDOT Digital Signature Certificate Request Form](#).

## MDOT INSURANCE UPDATED 3.9.17

At a minimum, the insurance types and limits identified below, may be required from the selected consultant, prior to contract award.

Required Limits	Additional Requirements
<b>Commercial General Liability Insurance</b>	
<u>Minimal Limits:</u> \$1,000,000 Each Occurrence Limit \$1,000,000 Personal & Advertising Injury Limit \$2,000,000 General Aggregate Limit \$2,000,000 Products/Completed Operations	Consultants must have their policy endorsed to add "the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents" as additional insureds
<b>Automobile Liability Insurance</b>	
<u>Minimal Limits:</u> \$1,000,000 Per Occurrence	
<b>Workers' Compensation Insurance</b>	
<u>Minimal Limits:</u> Coverage according to applicable laws governing work activities.	Waiver of subrogation, except where waiver is prohibited by law.
<b>Employers Liability Insurance</b>	
<u>Minimal Limits:</u> \$500,000 Each Accident \$500,000 Each Employee by Disease \$500,000 Aggregate Disease	
<b>Professional Liability (Errors and Omissions) Insurance</b>	
<u>Minimal Limits:</u> \$1,000,000 <b>Per Claim</b>	

The Insurer shall provide at least thirty (30) days written notice of cancellation. The Prime Consultant will be responsible to verify subconsultant(s) compliance with MDOT's insurance requirements.

## Attachment A

**Instructions:** Proposing Teams shall complete the non-shaded cells on this document and return them as part of their proposal, as instructed in the RFP. Proposing Teams must provide a detailed response to each question. Attach any supplemental information and appropriately reference within your response.

Information Sought	Proposing Team's Response
<b>Contact Information</b>	
Proposing Team's sole contact person during the RFP process. Include name, title, address, email, and phone number.	
Person authorized to receive and sign a resulting contract. Include name, title, address, email, and phone number.	
<b>Company Background Information</b>	
Legal business name and address. Include business entity designation, e.g., sole proprietor, Inc., LLC, or LLP.	
What state was the company formed in?	
Phone number	
Website address	
Number of years in business and number of employees	
Legal business name and address of parent company, if any	
Has there been a recent change in organizational structure (e.g., management team) or control (e.g., merger or acquisition) of your company? If the answer is yes: (a) explain why the change occurred and (b) how this change has affected your company.	
Discuss your company's history. Has growth been organic, through mergers and acquisitions, or both?	
Has Proposing Team (or any affiliates) ever been debarred, suspended, or disqualified from bidding or contracting with any entity, including the State of Michigan? If yes, provide the date, the entity, and details about the situation.	

<p>Has your company (or any affiliates) been a party to litigation against the State of Michigan? If the answer is yes, then state the date of initial filing, case name and court number, and jurisdiction.</p>	
<p>Within the last 5 years, has your company (or any affiliates) defaulted on a contract or had a contract terminated for cause? If yes, provide the date, contracting entity, type of contract, and details about the termination or default.</p>	
<p>State your gross annual sales for the last 5 years. If receiving a contract under this RFP will increase your gross revenue by more than 25% from last year's sales, explain how the company will scale-up to manage this increase.</p>	
<p>Describe partnerships and strategic relationships you think will bring significant value to the State.</p>	
<p>State the physical address of the place of business that would have primary responsibility for this account if Proposing Team is awarded a contract under this RFP.</p>	
<p><b>Qualified Disabled Veteran</b></p>	
<p><u>Under MCL 18.1261, a "qualified disabled veteran" means a business entity that is 51% or more owned by 1 or more veterans with a service-connected disability. A "service-connected disability" means a disability incurred or aggravated in the line of duty in the active military, naval, or air service as described in 38 USC 101(16). Are you a qualified disabled veteran?</u></p>	<p>Enter YES or NO.</p>
<p>To demonstrate qualification as a qualified disabled veteran, you must provide: (a) Proof of service and conditions of discharge (DD214 or equivalent);</p>	

<p>(b) Proof of service-connected disability (DD214 if the disability was documented at discharge or Veterans Administration Rating Decision Letter or equivalent if the disability was documented after discharge); and</p> <p>(c) Legal documents setting forth the ownership of the business entity.</p> <p>In lieu of the documentation identified above, you may provide proof of certification by the National Veterans Business Development Council.</p>	<p>Enter the names of documents submitted with your proposal to demonstrate status as a qualified disabled veteran.</p>
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**Participation in RFP Development or Evaluation**

<p>Did your company, or an employee, agent, or representative of your company, participate in developing any component of this RFP?</p>	<p>If you entered “YES”, you are not eligible for contract award or to work as a subcontractor for the awarded vendor.</p>
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<p>If you are awarded a contract under this solicitation, in order to provide the goods or services required under a resulting contract, do you intend to partner or subcontract with a person or entity that assisted in the development of this solicitation?</p>	<p>If you entered “YES,” you are not eligible for contract award. An awarded vendor may not partner or subcontract with anyone to provide goods and services required under a resulting contract if that subcontractor or partner assisted in the development of this solicitation.</p>
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<p>Will your company, or an employee, agent, or representative of your company, participate in the evaluation of the proposals received in response to this RFP?</p>	<p>If you entered “YES”, you are not eligible for contract award or to work as a subcontractor for the awarded vendor.</p>
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**Experience**

<p>Does your company have experience working with the State of Michigan? If so, please provide a list (including the contract number) of the contracts you hold or have held with the State for the last 10 years.</p>	
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<p>Describe at least 3 relevant experiences from the last 5 years supporting your ability to successfully manage a contract of similar size and scope for the work described in this RFP.</p>	
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**Experience 1**

<p>Company name</p>	
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Contact name Contact role at time of project Contact phone Contact email	
City State Zip	
1. Project name and description of the scope of the project 2. What role did your company play? 3. How is this project experience relevant to the subject of this RFP?	
Dollar value	
Start and end date (mm/yy – mm/yy)	
Status (completed, live, other – specify phase)	
Results obtained	
<b>Experience 2</b>	
Company name Contact name Contact role at time of project Contact phone Contact email	
City State Zip	
1. Project name and description of the scope of the project 2. What role did your company play? 3. How is this project experience relevant to the subject of this RFP?	
Dollar value	
Start and end date (mm/yy – mm/yy)	
Status (completed, live, other – specify phase)	
Results obtained	

Experience 3	
Company name Contact name Contact role at time of project Contact phone Contact email	
City State Zip	
1. Project name and description of the scope of the project 2. What role did your company play? 3. How is this project experience relevant to the subject of this RFP?	
Dollar value	
Start and end date (mm/yy – mm/yy)	
Status (completed, live, other – specify phase)	
Results obtained	