

NOTIFICATION MDOT CONSULTANT MENTOR-PROTÉGÉ PROGRAM

The Michigan Department of Transportation's (MDOT) Consultant Mentor-Protégé Program is designed to assist in sustaining and enhancing the capacity of small business consultants to successfully compete for new vendor-consultant procurement opportunities. There is also an opportunity to promote improved performance and efficiencies in the overall procurement and delivery of effective and efficient engineering and technical services to the department

The Protégé must have an approved Protégé application submitted to the Mentor-Protégé Committee, per the instructions on the application. The current list of approved Protégé firms is available on the SPB website at www.michigan.gov/mdotsbp.

Proposers teaming with multiple Protégés will not increase or decrease the amount of points available to be awarded in this section.

Scoring

The Mentor-Protégé relationship will be described in the 'Understanding of Service' portion of the proposal and will describe the work to be performed by the Protégé, and how this work fits into the project scope, as well as how the Mentor will guide and oversee that work. The points awarded will not exceed twenty (20) percent of the total number of points available for the Understanding of Service portion of the proposal. The Mentor-Protégé Plan is not to be submitted with the technical proposal, but developed by the Mentor selected for the project, and submitted with the Priced Proposal for evaluation by the Mentor-Protégé Committee. The Plan is not given a numerical score, but will receive a Pass/Fail determination. A contract will not be awarded until the Plan has received a passing determination.

Scoring for the "Qualifications of Team" will only consider those team members who are prequalified in the service categories required for the scope of services contained herein. Protégés must not be considered in the evaluation and scoring of the team's qualifications.

Work Items

If any of the Proposal elements of work are being performed by a Protégé who is not prequalified in that service category, the Mentor is responsible to ensure that the work produced meets the Department's standards, requirements, and quality expectations. In the event the Protégé is unable to perform the tasks required of the work or produce deliverables acceptable to the Department, the Mentor will be required to complete those tasks and deliverables.

Evaluation of the Mentor-Protégé Plan

The Mentor-Protégé Plan will be developed by the Mentor selected for the project and submitted with the Priced Proposal. The Department's Office of Business Development will periodically evaluate execution of the Mentor-Protégé Plan for the Mentor-Protégé relationships contained in this Proposal. This may include interviews with any of the parties engaged in this contract, observation of interactions between parties to the contract, and review of work products associated with the contract. The Project Manager must incorporate the performance of the Mentor-Protégé Plan in the consultant performance evaluation process.

Compensation

The time and effort required to execute the Mentor-Protégé Plan within this proposal are compensable as part of this contract. The Price Proposal should clearly define the hours and costs associated with this effort, to be negotiated with the MDOT Project Manager based on the specifics of the Mentor-Protégé Plan.

DBE Participation

If a Protégé is a certified DBE but not prequalified in the work area they are performing they do not meet the commercially useful function requirements of the DBE program as they are not performing the work independently. This makes the work performed by the Protégé ineligible for credit toward the DBE goal on that project only. If a certified DBE is performing other work unrelated to this arrangement, they will be eligible for DBE credit for any work not included in the Mentor-Protégé program.

If a Protégé is terminated for cause or by mutual consent, it must be disclosed to MDOT as soon as determined. The Mentor shall identify the feasibility and practicality of a replacement Protégé. If the Committee and the Project Manager agree that it is in not feasible or practical to replace the Protégé, the Mentor will determine how the work will continue, and obtain approval from the Committee and the Project Manager. The contract may be amended, including a potential decrease in the contract dollar value. MDOT will not increase the contract dollar value due to a replacement Protégé or change in team members responsibilities.

Future participation by the Protégé in the Mentor-Protégé program will be determined by the Committee.