

*Mississippi Department of Transportation*

# **REQUEST FOR QUALIFICATIONS**

**A DESIGN-BUILD PROJECT**

**I-59 Bridge Widening Project  
Pearl River County, Mississippi**

**Project No. IM-0059-01(105)/105447301**

April 6, 2009

## PURPOSE OF REQUEST

The purpose of this Request For Qualifications (RFQ) is to solicit Statements of Qualifications (SOQs) from firms interested in providing roadway and bridge design services and construction services necessary for the construction of the I-59 Bridge Widening Project in Pearl River County, Mississippi.

The Mississippi Transportation Commission, hereinafter referred to as the "Commission", and the Federal Highway Administration (FHWA) will be utilizing the Design-Build method of contracting for this Project. The proposed widening of the selected bridges and the associated roadway work will hereinafter be referred to as the "Project". The term "Responder" as used herein includes a firm or firms, partnerships, joint ventures and others responding to this RFQ. The term "Proposer" as used herein includes a firm or firms, partnerships, joint ventures and others, who upon the request of the Commission, will be invited to submit a proposal in response to the Request for Proposals (RFP).

The Commission will use a two-step process to select a Proposer with which to execute a contract for this Project. This RFQ represents the first step in the process. After evaluation and scoring of responsive submittals to the RFQ, the Commission intends to short-list three (3) Responders. A stipend of \$25,000.00 will be available to the short-listed responsive Proposers to whom the contract is not awarded.

The Commission has also issued an RFQ and RFP for another design-build project namely, IM-0059-03(090)/105448301 – I-59/I-20 Merge Lane Extension Project in Lauderdale County. Responders short-listed on the I-59/I-20 Merge Lane Extension Project may submit the same Key Individuals for both projects, except, however, a separate Project Director, Construction Manager, and Quality Control Manager must be submitted for each project to be considered by the Commission.

The selected Proposers will be asked to submit a technical proposal, a cost proposal and schedule. Information about the format, contents and evaluation criteria for the responses to the RFP will be provided to the selected Proposers. Upon evaluation of the technical proposal, cost proposal, the number of bridge locations to be widened, and schedule, the Commission intends to select a Proposer for contract award and execution.

It is not the intention of the Commission to receive project-specific design or engineering recommendations as part of this RFQ. Responders should limit their submittals to the information required by this RFQ and other information regarding qualifications and experience.

## OVERVIEW

The bridges on I-59 in Pearl River County will be widened to improve the bridges to the current roadway standards. MDOT intends to maximize the number of bridges to be improved as part of this Project. The proposed bridge locations that may be part of this Project are:

- I-59 over SR 43 near mile point 4.4
- I-59 over Hobolochitto Creek near mile point 5.2  
(FEMA Regulatory Floodway)
- I-59 over Stanfield Creek near mile point 13.0
- I-59 over Hobolochitto Creek near mile point 16.7
- I-59 over Beaverdam Creek near mile point 29.7
- I-59 over Standing Hickory Creek near mile point 31.6
- I-59 over Red Creek near mile point 40.2

(Note: each location includes both northbound and southbound bridges)

Construction of the Project will be within Mississippi Department of Transportation (MDOT) right-of-way. The Commission will secure the Categorical Exclusion for the construction of the Project. Any additional permits required will be the responsibility of the Proposer.

Project services shall include but are not limited to:

- Design Services – complete development of construction plans
- Quality Control (QC) of design and quality control / testing of construction
- Construction Services – necessary to build and ensure high quality workmanship of the designed facility

The Commission may utilize a separate Firm to provide MDOT with Project Management Assistance.

The Project will include as many of the above listed bridge locations that can be widened up to a maximum lump sum proposal price of \$10 Million. The Proposers will be required to determine the maximum number of bridge locations to be widened in pairs (i.e. both the northbound and southbound bridge at each location), in the order presented above (from south to north along I-59).

## SCOPE

The scope of work for this Project will include, but is not limited to, the following Design and Construction work items:

### Design:

- Preliminary and Final Roadway Design and Plan Preparation
- Preliminary and Final Bridge Superstructure and Substructure Design and Plan Preparation
- Environmental Coordination
- Roadway and Bridge Drainage Design
- Geotechnical Design
- QC for Design
- Surveying

Design shall meet all appropriate AASHTO *Policy on Geometric Design of Highways and Streets* (latest edition), AASHTO *Standard Specifications for the Design of Highway Bridges* (latest edition), *Manual on Uniform Traffic Control Devices* (latest edition) (MUTCD) and MDOT design criteria as modified by the RFP. Microstation and Geopak shall be used in the preparation of CADD files.

### Construction:

- Demolition of portions of the existing bridges with debris removal and disposal
- All necessary roadway and bridge work
- Surveying
- Drainage
- Environmental coordination
- Erosion and sediment control work items
- Traffic control
- Project management
- Construction management
- QC for Construction, including inspection and testing

Construction shall comply with the MDOT *Standard Specifications for Road And Bridge Construction 2004 Edition* as modified by the RFP to accommodate specific Design/Build requirements, *Manual on Uniform Traffic Control Devices* (latest edition), MDOT Standard Drawings, any Special Provisions, Notice to Bidders, current MDOT publications including, but not limited to, the Materials Division Inspection, Certification, and Testing Manual, and existing AASHTO, ASTM, or MDOT Test Methods.

## **SUBMITTAL FORMAT**

The RFQ response must be submitted according to the Milestone Schedule. The response shall contain no more than twenty-five (25), double-spaced, 8.5 inch x 11 inch pages, typed on one side only, excluding appendices. The minimum font size shall be 10 point. A single-page cover letter will not be counted as part of the 25-page maximum. Cover letters in excess of one page and any other information submitted beyond that noted in the RFQ will be counted as part of the 25-page maximum. Responses should address each of the following categories in the same order as listed below.

### **I. MANAGEMENT EXPERIENCE AND APPROACH**

Provide the qualifications and experience of the firm or firms on the Responder's team as follows:

1. Identify the lead organization and primary members of the team. Name the entity with whom the Commission will be contracting and identify if this will be a partnership, corporation, joint venture, etc. The total value of all work performed by the lead organization shall be no less than 40 percent of the value of the Proposer's submitted cost proposal.
2. Provide an organizational chart of the Responder's team describing the roles and responsibilities of each team member. Identify all team members that are Disadvantaged Business Enterprise (DBE) firms. Indicate the team's ability to comply with the 2 percent DBE goal. DBE firms do not need to be identified as part of the RFQ process but will need to be identified in the RFP submittal. After initial submittal, changes to primary team members (including major subcontractors with over 2 percent of the Project value, all consultants and all testing firms) cannot be made without MDOT approval.
3. Certain Key Individuals and any engineers that will be responsible for the technical design of portions of the Project are required to be Professional Engineers or Professional Surveyors licensed in the State of Mississippi. The Key Individuals requiring registration are the Lead Design Engineer and the Quality Control Manager. Registration is not required to propose on the Project but is required prior to commencing the work.

Mississippi Code Annotated Sections 73-13-1 through 73-13-45 (1972) (as amended) govern the practice of engineering in Mississippi. Firms are encouraged to contact the Mississippi Board of Licensure for Professional Engineers and Surveyors at (601) 359-6160 to insure that individuals and firms are qualified to offer and provide services in the State of Mississippi. The Board's web address is [www.pepls.state.ms.us](http://www.pepls.state.ms.us).

4. The team must include at a minimum the following Key Individuals in order for the SOQ to be deemed technically responsive:
  - a. Project Director - The Project Director shall be the primary person in charge of and responsible for delivery of the Project in accordance with the contract requirements. The Project Director or an approved designee must be present on site fulltime as the work is performed, have full authority to make the final decisions on behalf of the Responder/Proposer and have responsibility for communicating these decisions directly to MDOT.
  - b. Lead Design Engineer – The Lead Design Engineer shall be a licensed Professional Engineer and in charge of and responsible for all aspects of the design of the Project (road, bridge, hydrology, and geotechnical).
  - c. Construction Manager – The Construction Manager reports directly to the Project Director and shall be responsible for the overall coordination of the Project including design and construction.
  - d. Environmental Manager – The Environmental Manager shall be responsible for adherence to all environmental requirements and commitments, including but not limited to erosion control inspections as required by the National Pollutant Discharge Elimination System (NPDES), the terms of the Categorical Exclusion, if any, and other environmental rules and regulations.
  - e. Quality Control Manager – The Quality Control Manager shall be a licensed Professional Engineer and shall be responsible for assuring that the design, all workmanship and materials, inspections and testing are in compliance with the Contract requirements. The Quality Control Manager shall report directly to the Project Director.
5. Identify any firms on the team who have previously worked together on similar projects.
6. Describe the approach to accomplish the various items of work required by the Project as identified in the Scope.
7. Demonstrate the team’s ability to commit necessary resources to successfully complete the Project in a timely manner.
8. Identify the Project Director and the firm by which he/she is employed. Give a clear definition of the role and responsibility of the Project Director relative to the member firms.
9. Describe the the key elements of the Design and Construction Quality Control Program.

## II. EXPERIENCE OF PERSONNEL

Except as noted, provide information demonstrating that the Responder's personnel possess the required minimum qualifications listed below:

1. All team members shall hold or obtain licenses required for performing work on the Project under state and local laws. This item is instructive as to future requirements. No response is necessary at this time.
2. Any design reports or plans and specifications shall be signed and sealed by a Professional Engineer licensed in the State of Mississippi. This item is instructive as to future requirements. No response is necessary at this time.
3. The Responder's Project Director must have at least ten (10) years experience managing projects of similar scope and magnitude. Describe the Project Director's experience leading this type and magnitude of project. Provide a list of the projects that the Project Director has managed in the past. For each project listed, provide:
  - a. A brief description of each project managed, including the year(s) of construction and size and type of project, including any unusual features.
  - b. The name of the owner for whom the work was performed and the name and phone numbers of the owner's representatives who can verify and discuss the Project Director's participation in the Project.
4. Provide information that the Responder's construction team meets the following minimum qualifications:
  - a. The construction manager shall have a minimum of ten (10) years experience in the management of projects of similar scope and magnitude.
  - b. Each construction superintendent shall have a minimum of ten (10) years experience in supervising projects of similar scope and magnitude.
  - c. The Project surveyor of the construction team shall be a Professional Surveyor (PS) licensed in the State of Mississippi and shall have a minimum of ten (10) years experience and demonstrate experience in roadway and bridge construction work.
5. The Responder's design team shall meet the following minimum qualifications:
  - a. The design team shall have personnel with experience and expertise in all phases of roadway design and design of bridge structures as required for this Project.
  - b. The lead design engineer shall be a Professional Engineer licensed in the State of Mississippi and have a minimum of ten (10) years experience and expertise in the design of projects of similar scope and magnitude.
  - c. The design team shall have personnel experienced in bridge widening projects. This experience is particularly important for the lead bridge engineer and the traffic control engineer.

- d. The design team shall provide for a Geotechnical Engineer to conduct a geotechnical investigation, as necessary, and provide specific recommendations for the design and construction of the foundations. The Geotechnical Staff shall contain at least one Professional Engineer licensed in the State of Mississippi with a minimum of ten (10) years experience in the design of bridge foundations.
  - e. The design team shall have the necessary equipment and personnel to provide the designs and plans in a timely manner.
6. The Responder's Quality Control team (QC) shall meet the following minimum qualifications:
- a. The QC Manager shall have a minimum of ten (10) years experience on projects of similar scope and magnitude and shall be a Professional Engineer licensed in the State of Mississippi.
  - b. The QC team shall utilize a laboratory currently certified by MDOT for testing purposes.
  - c. The inspection and materials technician personnel must obtain appropriate certification as required by the MDOT for each specific test to be performed.

Provide resumes of Key Individuals and other personnel that you consider critical to the success of this Project, including team members discussed above. This information may be included in the appendices and will not be counted against the 25-page maximum requirement. Key Individuals and team members are to remain for the duration of the Project and changes cannot be made without MDOT approval.

Modifications to the Proposer's Team or Key Individuals and other personnel listed in Sections I & II are discouraged. MDOT will not approve requests for modification without justification. Examples of justification include death of a team member, changes in employment status, bankruptcy, inability to perform, organizational conflict of interest, or other such significant cause. In order to secure MDOT's approval prior to the award of the contract, a written request shall be forwarded to the person and address as shown in the GENERAL INFORMATION section of this RFQ. The request shall include: a) the nature of the desired change, b) the reason for the desired change, and c) a statement of how the desired change will meet the required qualifications for the position/responsibility. No such modification will be made without prior MDOT approval.

### **III. PAST PERFORMANCE**

1. The Responder shall complete form SF 330 for experience in the last five (5) years. This information may be included in the appendices and will not be counted against the 25-page maximum requirement. Clarification of the requirements for form SF 330 are as follows:
  - a. Part I of Form SF 330 shall be completed by the contracting entity (prime contractor(s)). Section B shall list the contracting entity and the Project Director.

Sections C & D shall list all team members identified in the SOQ. Section E shall be completed for each individual identified in the SOQ. Sections F & G shall identify projects completed by the contracting entity.

- b. Part II of Form SF 330 shall be completed by each Architect-Engineering firm. Contractors are only required to provide similar profiles in a form of their choosing.
2. Provide brief answers and explanations to the following questions:
- a. Has any member of the Responder's team been declared delinquent, defaulted, or been terminated on any project within the last five (5) years?
  - b. In the past five (5) years, has any member of the Responder's team been suspended, debarred, disqualified from bidding, or declared ineligible for work by any entity or are any such actions pending against them?
  - c. Identify any member of the Responder's team who is under pending indictment, has been convicted or has had any construction-related civil judgments issued against them in the past five (5) years.
  - d. Provide the number of claims submitted in the past five (5) years by the Responder's Team and how were they resolved. This does not include the exercise or assertion of a personal right.
  - e. Has any member of the Responder's Team been assessed liquidated damages on any projects within the past five (5) years?
  - f. Does any member of the Responder's team have active projects that are behind schedule? If so, why are the projects behind schedule?
  - g. Has any member of the Responder's team been assessed erosion and sediment control violations and/or fines within the last five (5) years?
  - h. Within the last five (5) years, how many projects were constructed by the Responder's team that were completed three (3) or more months ahead of the target completion date.

#### **IV. QUALITY CONTROL (QC) PLAN APPROACH**

Provide information on how the QC responsibilities, including design, construction inspection and testing will be performed on this Project.

#### **V. SAFETY**

Provide the OSHA Recordable Incident Rate for each team member for the last five years. Provide the Responder's safety goals for this Project.

#### **VI. FINANCIAL CONDITION**

Provide a current audited financial statement for those entities identified in response to Section I(1) above. Provide information on Responder's insurance and bonding capacity.

This information may be included in the appendices and will not be counted against the 25-page maximum requirement.

## **VII. CONFLICT OF INTEREST**

The Responder's attention is directed to 23 CFR Section 636 Subpart A and in particular to Subsection 636.116 regarding organizational conflicts of interests. Section 636.103 defines "organizational conflict of interest" as follows:

"Organizational conflict of interest means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the owner, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage."

Responder shall provide information concerning potential organizational conflicts of interest and disclose all relevant facts concerning any past, present or currently planned interests which may present an organizational conflict of interest. Responder shall state how its interests or those of its chief executives, directors, Key Individuals for this Project, or any proposed consultant, contractor or subcontractor may result, or could be viewed as, an organizational conflict of interest.

The Responder is prohibited from receiving any advice or discussing any aspect relating to the Project or the procurement of the Project with any person or entity with an organizational conflict of interest. Such persons and entities are prohibited from participating in a Responder organization relating to the Project.

The Responder agrees that, if an organizational conflict of interest is discovered, the Responder must make an immediate and full disclosure to MDOT that includes a description of the action that the Responder has taken or proposes to take to avoid or mitigate such conflict. If after award of the contract an organizational conflict of interest is determined to exist, MDOT may, at its discretion, cancel the design-build contract for the Project. If the Responder was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to MDOT, then MDOT may terminate the contract for default.

This information may be included in the appendices and will not be counted against the 25-page maximum requirement.

# QUALIFICATIONS EVALUATION

The criteria shown below will be considered in determining the firm’s qualification score. The maximum points for each evaluation category will be as follows:

Management Experience and Approach	20
Experience of Personnel	15
Past Performance	25
Quality Control Plan and Approach	25
Safety	10
Financial Condition	5
<b>Maximum Score</b>	<b>100</b>

# SELECTION

Based upon the scoring of responsive submittals, the Commission intends to select between three (3) to five (5) Responders to be invited to submit proposals for this Project.

# GENERAL INFORMATION

The Commission intends for the contract to be awarded based on Best Value selection.

The Commission intends for the contract type to be firm Fixed Price.

The Commission reserves the right, at its sole discretion, to either cancel this procurement and proceed no further or to re-advertise in another public solicitation.

The Commission reserves the right, at its sole discretion, to cancel this procurement process and proceed no further or to re-advertise in another public solicitation.

The Commission assumes no liability and will not reimburse costs incurred by Responder’s firms (whether selected or not) in developing responses to this RFQ.

The Commission reserves the right to request or obtain additional information about any and all responses to the RFQ. The Commission may also issue addenda to the RFQ which will be posted to the MDOT website ([www.gomdot.com](http://www.gomdot.com)).

After initial submittal, Key Individuals of the Responder's team cannot be changed without MDOT approval.

All Responders/Proposers must visibly mark as "CONFIDENTIAL" each part of their submission that they consider to contain confidential and/or proprietary information. All submittals will be subject to disclosure in accordance with the Mississippi Public Records Act, Miss. Code Ann. § 25-61-1, *et seq.*

All questions related to this RFQ shall be submitted in writing and directed to:

Ms. Melinda McGrath, P.E.  
Mississippi Department of Transportation  
P.O. Box 1850  
Jackson, Mississippi 39215-1850  
Or e-mailed to [I59BridgeWidening@mdot.state.ms.us](mailto:I59BridgeWidening@mdot.state.ms.us)

Written questions will be accepted according to the dates established in the Milestone Schedule. Only written requests to the above addressee will be considered. No requests for additional information or clarification to any other MDOT office, consultant, or employee will be considered. All responses will be in writing and will be posted to the MDOT website ([www.gomdot.com](http://www.gomdot.com)).

The MDOT will not be responsible for any oral exchange or any other exchange of information that occurs outside the official process specified herein.

MDOT may disqualify a Responder if any of its major participants belong to more than one Responder's organization. Clarification of major participants is as follows: The Contractor's construction company in its entirety and the Design Firm from which the Lead Design Engineer is employed.

Responder is prohibited from receiving any advice or discussing any aspect relating to the Project or the procurement of the Project with any person or entity with an organizational conflict of interest, including, but not limited to, URS Corporation and any of its affiliates. Such persons and entities are prohibited from participating on a Responder team relating to the Project.

# MILESTONE SCHEDULE

Advertise RFQ	April 6, 2009
Deadline for Submittal of RFQ Questions	April 17, 2009 5:00 PM Central Time
Deadline for Submittal of ten (10) copies of Qualifications	April 27, 2009 12:00 PM Central Time
Submit to:	

Mr. B.B. House, P.E.  
Contract Administration Engineer  
Mississippi Department of Transportation  
401 North West Street  
Post Office Box 1850  
Jackson, Mississippi 39215-1850  
Phone (601) 359-7730  
Fax (601) 359-7732

Evaluation of Qualifications	April 28 to May 12, 2009
Letter to Selected and Non-selected Responders	May 12, 2009 (Approximate Date)
Provide RFP to Selected Proposers	May 12, 2009 (Approximate Date)
Informational Meeting	May 20, 2009 (Approximate Date)
Submittal of RFP Technical Proposals	June 26, 2009 (Approximate Date)
Submittal of RFP Cost Proposals	July 13, 2009 (Approximate Date)
Award/Contract Execution	July 14, 2009 (Approximate Date)
Target Project Completion	August, 2010 (Approximate Date)