REQUEST FOR QUALIFICATIONS

A DESIGN-BUILD PROJECT

Jasper and Jones Counties, Mississippi

Project Numbers
DB/IM-0059-02(111)/107695-301000 and 302000

February 11, 2019
# REQUEST FOR QUALIFICATIONS

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I. PURPOSE OF REQUEST

The purpose of this Request for Qualifications (RFQ) is to solicit Statements of Qualifications (SOQs) from parties interested in providing design and construction services necessary to complete the widening and/or rehabilitation of multiple existing bridge locations on Interstate 59 in Jasper and Jones Counties, Mississippi (known hereinafter as the “Project”).

The Mississippi Transportation Commission, hereinafter referred to as the “Commission,” will be utilizing the Design-Build method of contracting for this federally-funded project. The term “Responder” as used herein includes a firm or firms, partnerships, joint ventures, and others responding to this RFQ document. The term “Short-listed Responders” used herein refers to the responding firms who have been short-listed based on evaluation and scoring of their submitted SOQ and will be asked to submit a Volume 1 – Technical Proposal and a Volume 2 – Contract Price Proposal. The term “Contractor,” as used here, is defined as the selected Short-listed Responder with whom the contract is executed.

The Commission intends to use a two-step process to award a contract for this Project. This RFQ represents the first step in the process. After evaluation and scoring of responsive SOQs, the Commission intends to short-list the most qualified Responders. Those Short-listed Responders will be provided a Request for Proposals (RFP) and asked to submit a Volume 1 – Technical Proposal and a Volume 2 – Contract Price Proposal. These Proposals may include at a minimum: preliminary design plans, technical approach, Best Value Formula, a schedule including the number of calendar days to complete the Project, a cost to complete the Project, and any other information as outlined in the RFP. The format, contents, and evaluation criteria of the Volume 1 – Technical Proposal and the Volume 2 – Contract Price Proposal will be included in the RFP. Final execution of the contract will be based on evaluations of the aforementioned items and will be at the sole discretion of the Commission.

Provided that the Short-listed Responders have submitted a responsive Volume 1 – Technical Proposal and a responsive Volume 2 – Contract Price Proposal, a stipend of $40,000.00 will be available to the Short-listed Responder(s) to whom the contract is not awarded.

It is not the intention of the Commission to receive project-specific design or engineering recommendations as part of the SOQ. Responders should limit their submittals to the information requested herein.
II. OVERVIEW

The Project may include bridge widening and/or bridge rehabilitation activities on multiple locations northbound and southbound on Interstate 59 in Jasper and Jones Counties. The designs for the bridge widening(s) must incorporate finite element analysis using a commercially available software application.

The specific structural improvements necessary at each location will be described in the RFP. The Short-listed Responder will be required to determine the maximum number of bridges for improvement. The Commission intends to maximize the number of bridges to be improved as part of this Project up to a maximum lump sum proposal price of $15 million. This Project includes federal funds. The proposed bridge locations that may be part of this Project are:

- I-59 over US 11 NB and SB (Bridges No. 89.4A & 89.4B) – Jones County
- I-59 over US 11 NB and SB (Bridges No. 92.0A & 92.0B) – Jones County
- I-59 over Sanford Road NB and SB (Bridges No. 77.3A & 77.3B) – Jones County
- I-59 over County Road 8 NB and SB (Bridges No. 111.6A & 111.6B) – Jasper County

Construction of the Project will be within the Commission’s right of way, unless stated otherwise in the RFP. The Commission has secured the Categorical Exclusion for the construction of the Project and will secure coverage under the Large Construction General Permit (LCNOI) for storm water purposes. At this time, a United States Army Corps of Engineers (USACE) 404 Permit and a Mississippi Department of Environmental Quality (MDEQ) 401 Water Quality Certification are not required for the Project. Except for the documents related to the NEPA process, any additional permits and/or permit modifications required will be the responsibility of the Contractor and must be in compliance with all relevant state specifications and federal regulations.

MDOT will be responsible for the construction inspection and job acceptance testing; however, the Contractor’s design engineering firm will be responsible for design quality control. The Contractor will be responsible for the quality control testing of asphalt and concrete mixtures. The Contractor will also be responsible for providing the Pile Dynamic Analysis (PDA) and pile driving criteria for all bridge sites, and as a result, provide recommended pile lengths to be approved by MDOT.
III. SCOPE

This Project may include, but is not limited to, the following: bridge and roadway widening, modifications to bridge or roadway below to provide adequate vertical clearance, bridge rail replacement, guardrail replacement, cleaning of caps and abutments, cleaning the interior of box girder cells, restoration of existing abutment spill-thru slopes/installation of bridge concrete mat on abutment spill-thru slopes, repair or replacement of approach roadway pavement, base, and underlying drainage, girder replacement, diaphragm repair, placement of riprap, deck repair and/or replacement, mud jacking, replacement of bearings, joint armor removal, joint repair, joint sealing, endwall repair and/or replacement, deck sealing, crack/spall repair, other minor repairs, installation of retaining wall systems, as needed, and associated roadway work.

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

**Design:**
- Evaluation and analysis of existing conditions at each improvement location
- Preliminary and final bridge superstructure and substructure design and plan preparation
- Preliminary and final roadway design and plan preparation
- Bridge deck drainage design
- Roadway drainage design
- Geotechnical design
- Erosion control plans
- Traffic control plan
- Utility coordination
- Environmental coordination
- Quality control for design
- Surveying/staking

Construction:
- Demolition necessary for improvements to the existing bridges with proper debris removal and disposal
- All necessary roadway and bridge work
- Surveying/staking
- Drainage
- Erosion and sediment control work items
- Quality control testing of asphalt and concrete mixtures
- Traffic control
- Utility coordination
- Environmental coordination
- Project management
- Construction management
- Construction quality control
- Safety


**IV. SUBMITTAL INSTRUCTIONS**

SOQs must be received by the date and time specified in the Milestone Schedule located at the end of this document. Deliver **nine (9)** copies of the SOQ sequentially numbered on the lower right hand cover sheet from 1 to 9, and one (1) flash drive or CD containing the SOQ in a PDF file to:

Mr. Neal Dougherty
Contract Administration Division Director
Mississippi Department of Transportation
401 North West Street
Post Office Box 1850
Jackson, Mississippi 39215-1850
Phone: (601) 359-7730
Fax: (601) 359-7732
V. SUBMITTAL FORMAT

The SOQ must be submitted according to the Milestone Schedule located at the end of this document. To be considered, the SOQ must respond to all requirements of this RFQ, the Legal Ad, and any addenda. The recommended SOQ length should not exceed twenty-five (25) pages, excluding appendices. Pages should be numbered, single-spaced, one-sided, 8.5 inches by 11 inches with margins of at least one inch on all four sides. No more than five pages may be 11 inches by 17 inches, but they will count as two sheets each against the recommended 25-page maximum. Also, all text information in the recommended 25-page maximum should be shown in a readable font, size 12 points or larger. Headers, footers, charts, and other graphics may be provided in a different font type and size providing they are legible. A single-page cover letter and table of contents will not be counted as part of the recommended 25-page maximum. Section dividers, tabs, or similar means are recommended but are not counted as part of the recommended 25-page maximum.

Information within the recommended 25-page maximum of the SOQ should be complete and sufficient in scope for the selection committee to evaluate the Responder and should include all information requested in subsections A through E of this section, unless specifically stated otherwise. Any information beyond the recommended 25-page maximum may not be considered, with the exception of information this SOQ specifically instructs the Responder to provide in the appendices. The resumes (which should not exceed two pages in length per individual), certifications/licenses, sample reports, and any information not relevant to the requirements should be included in the appendices. Resumes and certifications/licenses should be organized in alphabetical order in the appendices, with the resume for one individual appearing first and any certifications/licenses for that individual (if applicable) placed behind his or her resume.

The Responder should mark any and all pages of their SOQ considered to be proprietary information which may remain confidential in accordance with Mississippi Code 25-61-9 and 79-23-1 (1972) (as amended). Each page of the SOQ that the Responder considers trade secrets or confidential commercial or financial information should be on a different color of paper than the non-confidential pages and be marked in the upper right hand corner with the word “CONFIDENTIAL.” Failure to clearly identify trade secrets or confidential commercial or financial information will result in that information being released subject to a public records request.

The overall quality of the SOQ submittal will be evaluated. This will include, but will not be limited to overall layout and readability of the submittal, organization and comprehensiveness of the required content, conformance with formatting guidelines, and any other characteristics of the SOQ that increase the quality of the document. Responders are encouraged to thoroughly address the requirements of the RFQ for the highest quality response. Failure to provide any of the information in the appropriate location indicated below may adversely affect the Responder’s score.
Responders should address each of the following categories in their SOQ in the same order as listed below. The SOQ categories should be numbered/lettered in a manner consistent with this RFQ. All information listed below A through E shall be provided within the recommended 25-page limit unless the SOQ specifically instructs the Responder to provide it in the appendices.

**A. TEAM APPROACH TO MANAGEMENT OF CONTRACT**

Identify the prime contractor and other members of the Responder’s team (as identified in the organizational chart defined in B.1). Name the entity with whom the Commission will be contracting (Contractor) and identify if this will be a partnership, corporation, or joint venture. Identify the name of the individual who will be the single point of contact throughout the procurement process. At a minimum, include a physical (mailing) address, a direct phone number, and an email address for this individual. Describe the following about the Responder’s team:

- How and why the team has been so structured.
- The roles and responsibilities of each firm as part of the Responder’s team.
- How these responsibilities will be advantageous to facilitating the successful completion of the Project.
- Identify any firms on the team or Key Individuals who have previously worked together on similar projects.

In addition, each engineering firm should provide a completed Part II of Form SF-330 in accordance with the form’s instructions. These forms should be included in the appendix. The form can be obtained at the following web address:

[http://sp.mdot.ms.gov/Consulting%20Services/Pages/Forms.aspx](http://sp.mdot.ms.gov/Consulting%20Services/Pages/Forms.aspx)

**B. EXPERIENCE AND QUALIFICATIONS OF PERSONNEL**

1. Provide an organizational chart of the Responder’s team members including, at a minimum, all Key Individuals and other members of the team indicated in this section of the RFQ. The team organizational chart should include each individual’s name, job description (for this Project), and company of employment. The organizational chart should be tabbed and clearly defined. Changes to Key Individuals shall not be made after initial submittal of this SOQ without MDOT approval.

Key Individuals are defined as the following members of the team: Project Director, Lead Design Engineer, Construction Superintendent(s), Project Surveyor, Environmental Manager, Safety Officer, Traffic Control Supervisor, and Quality Control Manager.
Exclusively for the Key Individual roles of Project Director, Lead Design Engineer, Construction Superintendent(s), Project Surveyor, Environmental Manager, and Safety Officer, it is acceptable for the Responder to assign two of these Key Individual positions to one person on the team provided the Responder clearly and satisfactorily explains in the SOQ how one individual serving in the two different roles will not cause conflict between the two roles or impede that person’s ability to perform both roles at the level required. Both the Traffic Control Supervisor and the Quality Control Manager shall not serve in dual roles as another Key Individual.

2. The Responder should include the specific information requested below for each Key Individual and other proposed staff listed below. In addition, the Responder should provide the resumes, certifications, and licenses of Key Individuals and other proposed staff in the appendix. Resumes must reflect qualifications and recent experience of a similar scope and magnitude to what is indicated in this RFQ.

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 shall have full authority to make the final decisions on behalf of the Responder. During the procurement and pre-construction phases, the Project Director shall have responsibility for communicating these decisions directly to MDOT as the Responder’s main point of contact during these phases. The Project Director should have a minimum of ten (10) years of experience managing projects of similar scope and magnitude.

- The Responder should provide a written summary indicating why the individual serving as the Project Director would be the best candidate for the Project.
- The Responder should provide a maximum of five (5) projects which demonstrate the Project Director’s ability to successfully complete a project of similar scope and magnitude. Completed projects are preferred. The Responder should provide the following information at a minimum for each project:
  - a description of each relevant project managed,
  - the contract execution date and completion date for the project,
  - the contract amount for the project,
  - the role(s) and responsibilities of the Project Director on each project,
  - the Project Director’s employer at the time,
  - the location of the project,
  - any unique features of the project, and
  - 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.
b. **Lead Design Engineer** - The Lead Design Engineer **shall** be in charge of and responsible for all engineering aspects of the Project including plan quality control. The Lead Design Engineer should have a minimum of ten (10) years of experience and expertise in projects of similar scope and magnitude. The Lead Design Engineer is required to be a Professional Engineer licensed in the State of Mississippi. Mississippi registration is not required to propose on the Project but is required prior to commencing the work.

- The Responder should provide a written summary indicating why the individual serving as the Lead Design Engineer would be the best candidate for the Project.
- The Responder should provide a maximum of five (5) projects which demonstrate the Lead Design Engineer’s ability to successfully complete a project of similar scope and magnitude. **Completed projects are preferred.** It is also preferred that the Responder demonstrate a utilization of finite element analysis software with the projects provided. The Responder should provide the following information at a minimum for each project:
  - a description of each relevant project,
  - the design contract execution date and completion date for the project,
  - the design contract amount for the project,
  - the role(s) and responsibilities of the Lead Design Engineer on each project,
  - the Lead Design Engineer’s employer at the time,
  - the location of the project,
  - any unique features of the project, and
  - 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 Lead Design Engineer’s participation in the project.

c. **Construction Superintendent(s)** - The Construction Superintendent(s) report(s) directly to the Project Director and **shall** be responsible for the overall coordination of the Project. The Construction Superintendent(s) must be present at the site full-time. During the construction phase of the Project, the Construction Superintendent(s) **shall** be the Contractor’s main point of contact with MDOT. The Construction Superintendent(s) should have a minimum of ten (10) years of experience in the management of projects of similar scope and magnitude.

- The Responder should provide a written summary indicating why each individual serving as the Construction Superintendent would be the best candidate for the Project.
- The Responder should provide a maximum of five (5) projects which demonstrate each Construction Superintendent’s ability to successfully complete a project of similar scope and magnitude. **Completed projects**
are preferred. The Responder should provide the following information at a minimum for each project:

- a description of each relevant project managed,
- the contract execution date and completion date for the project,
- the contract amount for the project,
- the role(s) and responsibilities of the Construction Superintendent on each project,
- the Construction Superintendent’s employer at the time,
- the location of the project,
- any unique features of the project, and
- 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 Construction Superintendent’s participation in the project.

d. Project Surveyor – The Project Surveyor shall be responsible for all roadway and bridge survey, layout, and construction staking work. The Project Surveyor is required to be a Professional Surveyor licensed in the State of Mississippi. Mississippi registration is not required to propose on the Project but is required prior to commencing the work. The Project Surveyor should have a minimum of five (5) years of experience with projects of a similar scope and magnitude.

- The Responder should provide a written summary indicating why the individual serving as the Project Surveyor would be the best candidate for the Project.
- The Responder should provide a maximum of five (5) projects which demonstrate the Project Surveyor’s ability to successfully complete a project of similar scope and magnitude. **Completed projects are preferred.** The Responder should provide the following information at a minimum for each project:

  - a description of each relevant project managed,
  - the contract execution date and completion date for the project,
  - the Project Surveyor’s contract amount for the project,
  - the role(s) and responsibilities of the Project Surveyor on each project,
  - the Project Surveyor’s employer at the time,
  - the location of the project,
  - any unique features of the project, and
  - 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 Surveyor’s participation in the project.
e. **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 approved environmental document(s), if any, and all other applicable environmental rules, permits, and regulations upon contract execution. The Environmental Manager should have experience in the environmental oversight of environmentally sensitive projects. The Environmental Manager shall complete the MDOT Storm Water Training. Completion of the MDOT Storm Water Training is not required to propose on the Project but is required prior to commencing the work.

- The Responder should provide a written summary indicating why the individual serving as the Environmental Manager would be the best candidate for the Project.
- The Responder should provide a maximum of five (5) projects which demonstrate the Environmental Manager’s ability to successfully complete a project of similar scope and magnitude. **Completed projects are preferred.** The Responder should provide the following information at a minimum for each project:
  - a description of each relevant project managed,
  - the contract execution date and completion date for the project,
  - the contract amount for the project,
  - the role(s) and responsibilities of the Environmental Manager on each project,
  - the Environmental Manager’s employer at the time,
  - the location of the project,
  - any unique features of the project, and
  - 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 Environmental Manager’s participation in the project.

The Responder should provide current environmental certifications (if any) in the appendix.

f. **Safety Officer** - The Safety Officer shall be responsible for the safety of personnel on the job site. At a minimum, the Safety Officer should have completed the OSHA 10-Hour Construction Training.

- The Responder should provide a written summary indicating why the individual serving as the Safety Officer would be the best candidate for the Project.
- The Responder should demonstrate that the Safety Officer has knowledge of current OSHA requirements.
g. **Traffic Control Supervisor** - The Traffic Control Supervisor shall be available on a twenty-four (24) hour per day basis throughout construction and be prepared to coordinate response to the Project upon notification of an emergency situation. The Traffic Control Supervisor shall fulfill all duties as identified in Section 618 of the *Mississippi Standard Specifications for Road and Bridge Construction* (2017 edition) and any other duties deemed necessary by MDOT. The Traffic Control Supervisor is required to be certified by one of the following methods: American Traffic Safety Services Association (ATSSA), construction industry association training recognized by MDOT, or Traffic Control Supervisor training conducted by MDOT. The Traffic Control Supervisor should have a minimum of five (5) years of experience with projects of a similar scope and magnitude. The Traffic Control Supervisor shall not serve in dual roles as another Key Individual.

- The Responder should provide a written summary indicating why the individual serving as the Traffic Control Supervisor would be the best candidate for the Project.
- The Responder should demonstrate that the Traffic Control Supervisor has knowledge of the *Manual on Uniform Traffic Control Devices* (MUTCD).
- The Responder should provide a maximum of five (5) projects which demonstrate the Traffic Control Supervisor’s ability to successfully complete a project of similar scope and magnitude. **Completed projects are preferred.** The Responder should provide the following information at a minimum for each project:

  ✓ a description of each relevant project managed,
  ✓ the contract execution date and completion date for the project,
  ✓ the contract amount for the project,
  ✓ the role(s) and responsibilities of the Traffic Control Supervisor on each project,
  ✓ the Traffic Control Supervisor’s employer at the time,
  ✓ the location of the project,
  ✓ any unique features of the project, and
  ✓ 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 Traffic Control Supervisor’s participation in the project.

h. **Quality Control Manager** - The Quality Control Manager shall be responsible for assuring that there is coordination between construction and design while assuring that all workmanship and materials are in compliance with the contract requirements. The Quality Control Manager shall be responsible for administering the Construction Quality Control Plan (CQCP) including the resolution of any quality issues that might occur on the Project and for fully documenting the resolution of these issues through the designated Nonconforming Work Report (NCR) process. The Quality Control Manager shall be responsible for gathering all the necessary documentation for materials clearance throughout the life of the
Project and upon completion of construction. The Quality Control Manager shall have the authority to halt construction and shall report directly to the Project Director. The Quality Control Manager is required to be a Professional Engineer licensed in the State of Mississippi. Mississippi registration is not required to propose on the Project but is required prior to commencing the work. The Quality Control Manager should have a minimum of five (5) years of experience in inspection, testing, and certification of materials on projects of a similar scope and magnitude. The Quality Control Manager shall not be an employee of the construction firm or serve in dual roles as another Key Individual.

- The Responder should provide a written summary indicating why the individual serving as the Quality Control Manager would be the best candidate for the Project.
- The Responder should provide a maximum of five (5) projects which demonstrate the Quality Control Manager’s ability to successfully complete a project of similar scope and magnitude. Completed projects are preferred. The Responder should provide the following information at a minimum for each project:
  - a description of each relevant project managed,
  - the contract execution date and completion date for the project,
  - the contract amount for the project,
  - the role(s) and responsibilities of the Quality Control Manager on each project,
  - the Quality Control Manager’s employer at the time,
  - the location of the project,
  - any unique features of the project, and
  - 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 Quality Control Manager’s participation in the project.

i. **Supporting Engineering Staff** - The Supporting Engineering Staff shall be responsible for additional technical design elements necessary to the scope of the Project. These engineers are required to be Professional Engineers licensed in the State of Mississippi. Mississippi registration is not required to propose on the Project but is required prior to commencing the work.

- The Responder should provide a written summary which demonstrates that the Supporting Engineering Staff have personnel with experience in the design of projects of similar scope and magnitude including but not limited to:
  - Bridge design engineer (demonstration of extensive knowledge of finite element analysis preferred),
  - Roadway hydraulic design engineer,
✓ Geotechnical engineer,
✓ Traffic engineer, and
✓ Roadway design engineer.

In the appendix to the SOQ document, provide resumes of Key Individuals and other personnel considered critical to the success of this Project, including team members discussed above. It is preferred that all resumes be limited to two (2) pages. Any licenses or certifications may be provided in the appendices. It shall be a requirement of the contract for the Project that any design reports, plans, and specifications shall be signed and sealed by a Professional Engineer licensed in the State of Mississippi. Mississippi registration is not required to propose on the Project but is required prior to commencing the work. Key Individuals are to remain for the duration of the Project, and changes shall not be made without MDOT approval.

MDOT reserves the right to obtain references from any source listed in the SOQ and any other source deemed appropriate for any of the requirements/criteria listed in this RFQ.

Modifications to the Responder’s, Short-listed Responder’s, or Contractor’s Key Individuals are discouraged and require prior approval by MDOT. MDOT will not approve requests for modification without proper justification and a copy of new Key Individual resumes and certifications/licenses (if applicable). In order to secure MDOT’s approval prior to the award of the contract, a written request shall be sent to the following email address: I59JasperJonesDesignBuild@mdot.ms.gov. 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 team will meet the required qualifications for the position/responsibility.

No such modifications will be made without prior MDOT approval. Modifications to Responder’s Key Individuals after short-listing could negatively affect evaluation of the Volume 1 – Technical Proposals.

Mississippi Code Annotated Sections 73-13-1 through 73-13-45 (1972) (as amended) governs the practice of engineering in Mississippi. Mississippi Code Annotated Sections 73-13-71 through 73-13-105 (1972) (as amended) governs the practice of land surveying in Mississippi. Firms are required to be qualified to offer and provide services in the State of Mississippi. For more information, contact the Mississippi Board of Licensure for Professional Engineers and Surveyors at (601) 359-6160. More information can be found at the Board’s web address: http://www.pepls.state.ms.us/pepls/web.nsf.
C. PAST PERFORMANCE

1. The Responder should provide a maximum of five (5) construction projects that demonstrate the Responder’s ability to successfully complete the Project. Any of the listed construction projects may include projects utilizing the Design-Build method of delivery. Example construction projects and/or Design-Build projects should have been completed within the last ten (10) years or currently be under contract and should be of similar scope and magnitude to the Project herein. It is preferred that the Responder provide projects in which traffic control was a critical component. The Responder should provide the following information for each project:

- a description of the project,
- the role of the Responder (prime contractor or subcontractor) and Responder’s responsibilities for the project,
- the construction contract and/or subcontract amount for the project,
- the location of the project,
- the contract execution date and completion date for the project,
- 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, and
- any innovative practices used on the project and any client or industry recognition received.

Any subcontractor teaming with the prime contractor on a Responder team should also provide the above requested past performance information.

2. The Responder should provide a maximum of five (5) design projects that demonstrate the Responder’s ability to successfully design a project for construction. Any of the listed design projects may include projects utilizing the Design-Build method of delivery. Example design projects and/or Design-Build projects should have been completed within the last ten (10) years or currently be under contract and should be of similar scope and magnitude to the Project herein. It is preferred that the Responder demonstrate a utilization of finite element analysis software with the projects provided. The Responder should provide the following information for each project:

- a description of the project,
- the role of the Responder (prime consultant or subconsultant) and Responder’s responsibilities for the project,
- the design firm’s contract and/or subcontract amount for the project,
- the location of the project,
- the design contract execution date and completion date for the project,
- 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, and
- any innovative practices used on the project and any client or industry recognition received.
Any subconsultant teaming with the Responder should also provide the above requested past performance information.

3. Provide brief answers (Yes or No) and explanations as required 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? If so, identify the team member(s) and project(s) and explain.

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? If so, identify the team member(s) and explain.

c. Is any member of the Responder’s team under indictment, been convicted, or had any construction-related civil judgments issued against them in the past five (5) years? If so, identify the team member(s) and explain.

d. Has any member of the Responder’s team been assessed liquidated damages on any projects within the past five (5) years? If so, identify the team member(s), identify the project(s), and explain.

e. Does any member of the Responder’s team have active projects that are behind schedule? If so, identify the team member(s) and the project(s), and describe why the project(s) are behind schedule and how far the project(s) are behind schedule.

f. Has any member of the Responder’s team been assessed erosion and sediment control fines within the last five (5) years? If so, identify the team member(s) and the project(s) and explain.

g. Has any member of the Responder’s team incurred disciplinary action by a state board of licensure for professional engineers and surveyors or similar body within the past five (5) years? If so, identify the team member(s) and explain.

D. SAFETY

1. Provide the OSHA Recordable Incident Rate for each construction firm for the last five years.

2. Identify any construction firm team member(s) that have been cited for OSHA violations within the last five (5) years. If a team member has been cited for a violation, provide a detailed explanation of the violation and identify the team member.

3. Provide a summary of each construction firm’s safety program and any other safety-related details that may be relevant to this Project. In addition, the Responder may provide a copy of each construction firm’s safety plan in the appendix.
E. BONDING AND INSURANCE CAPACITY

1. Provide a narrative describing the Responder’s bonding capacity. In addition, the Responder may provide documentation related to the Responder’s bonding capacity in the appendix.

2. Provide a narrative describing the Responder’s insurance capacity. In addition, the Responder may provide documentation related to the Responder’s insurance capacity in the appendix (for example, the Responder’s ACORD form).

VI. 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 interest. 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.”

Responders 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. The 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.

Responders are prohibited from receiving any advice or discussing any aspect relating to the Project or procurement of the Project with any person or entity with an organizational conflict of interest, including, but not limited to Gresham Smith and any of their affiliates. Such persons and entities are prohibited from participating on a Responder team relating to this 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 at no additional cost. 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.

If no potential conflict of interest exists, the Responder should indicate so in the SOQ.
VII. SOQ 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:

- Quality of SOQ 10
- Team Approach to Management of the Contract 20
- Experience and Qualifications of Personnel 30
- Past Performance 25
- Safety 10
- Bonding and Insurance Capacity 5

Max Score 100

VIII. GENERAL INFORMATION

The Commission intends for the contract to be awarded based on Best Value selection as defined in the RFP. The Best Value Formula will be provided in the RFP, as well. The Commission intends for the contract type to be firm Fixed Price.

All Responders are advised that a DBE goal will be established in the RFP.

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

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

MDOT reserves the right to request or obtain additional information about any and all responses to the RFQ.

MDOT may issue addenda to this RFQ, which will be posted to the MDOT Design-Build and Special Projects website (mdot.ms.gov – under Contracts and Letting, Design-Build and Special Projects). Responders shall be solely responsible for checking the website for any and all updates, responses to written questions, addenda, or other information related to the Project. Short-list results will be posted to the MDOT Design-Build and Special Projects website.
All questions related to this RFQ shall be submitted by email and directed to the following email address:

I59JasperJonesDesignBuild@mdot.ms.gov

Questions emailed in accordance with the above method will be accepted according to the dates established in the Milestone Schedule. Only written requests emailed to the above email address in accordance with this RFQ will be considered. No requests for additional information or clarification to any other MDOT office, firm, or employee will be considered. All responses will be in writing and will be posted to the MDOT Design-Build and Special Projects website (mdot.ms.gov – under Contracts and Letting, Design-Build and Special Projects).

Neither the COMMISSION nor MDOT will be responsible for any oral exchange nor 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. The term “major participants” includes the Prime Contractor’s construction company in its entirety and the firm from which the Lead Design Engineer is employed.

All debriefing requests from Responders who are not short-listed shall be submitted by email to the attention of the following individuals within one (1) week of the date that the list of Short-listed Responders is posted to the Design-Build and Special Projects website (mdot.ms.gov – under Contracts and Letting, Design-Build and Special Projects).

Gina Lombard
glombard@mdot.ms.gov
and copy (Cc)
Scot Ehrgott, P.E.
sehrgott@mdot.ms.gov

The debriefing shall be limited to teams not short-listed and to the merits of the individual Responder’s SOQ. No more than two (2) representatives for each Responder may be allowed to attend the debriefing.
# IX. MILESTONE SCHEDULE

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertise RFQ</td>
<td>February 11, 2019</td>
</tr>
<tr>
<td>Deadline for Submittal of RFQ Questions</td>
<td>February 25, 2019 5:00 p.m. Central Time</td>
</tr>
<tr>
<td>Target Date for MDOT to Post Final Answers and Issue Addenda</td>
<td>March 4, 2019</td>
</tr>
<tr>
<td>Deadline for Submittal of Nine (9) Copies and One (1) PDF File of SOQ</td>
<td>March 14, 2019 10:00 a.m. Central Time</td>
</tr>
<tr>
<td>Letter to Responders</td>
<td>May 3, 2019 (Approximate Date)</td>
</tr>
<tr>
<td>Provide RFP to Short-listed Responders</td>
<td>May 3, 2019 (Approximate Date)</td>
</tr>
<tr>
<td>Submittal of Volume 1 – Technical Proposals</td>
<td>June 27, 2019 (Approximate Date)</td>
</tr>
<tr>
<td>Submittal of Volume 2 – Contract Price Proposals</td>
<td>August 19, 2019 (Approximate Date)</td>
</tr>
<tr>
<td>Notification of Award</td>
<td>August 27, 2019 (Approximate Date)</td>
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