

Mississippi Department of Transportation

REQUEST FOR QUALIFICATIONS

A DESIGN-BUILD PROJECT

Design and Construction of
SR 304 / I-269 Project
Marshall County, Mississippi

Project No.
DB/STP-0029-03(009)/102556-304000

OCTOBER 9, 2012

PURPOSE OF REQUEST

The purpose of this Request For Qualifications (RFQ) is to solicit Statements of Qualifications (SOQs) from firms interested in providing design and construction services necessary for the construction of SR 304 / I-269 in Marshall 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 construction hereinafter referred to as the “Project” is part of a four-lane highway on new alignment and interchanges as defined in the Environmental Impact Statement (EIS) document. 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 Mississippi Department of Transportation (MDOT), 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 whom 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 MDOT intends to short-list a minimum of three (3) Responders. The selection of the short-listed firms will be based on the criteria established in the RFQ. The MDOT will short-list the most qualified firms based on the highest ranked firms.

A stipend of \$75,000 will be available to the short-listed responsive Proposers to whom the contract is not awarded.

The selected Proposers will be asked to submit a technical proposal, cost proposal and schedule showing the number of calendar days to complete the Project. 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, and schedule including the number of calendar days to complete the Project, the Commission intends to select a Proposer for contract award and execution. Any team selected for contract award and execution may be subject to a performance evaluation once the contract has been completed.

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

GENERAL OVERVIEW

The Project includes all work necessary to complete the grading, drainage and bridges for the new SR 304 / I-269 from east of Mason Road at Station 878+00.00 to south of SR 302 at Station 1205+00.00. The Project will be approximately 6.2 miles of mainline construction with multiple grade separation bridges and one hydraulic bridge. The bridges over SR 304 / I-269 at Shinault Road, SR 309, Bubba Taylor Road and Deer Creek Road and the SR 304 / I-269 twin bridges over Davis Road, Coldwater River and Dogwood Road are included in the Project. The SR 304 / I-269 bridge over the Coldwater River shall be a minimum of 4,052 ft. long and will be built using progressive construction techniques to maintain commitments made by FHWA and MDOT to minimize impacts to the surrounding environment. The Coldwater River crossing will require the use of design and construction methods that do not allow construction equipment to access the bridge from the existing ground.

A copy of the Final Environmental Impact Statement (FEIS)/ Record of Decision (ROD) document is available on the MDOT website at www.gomdot.com under the design build link.

MDOT intends to purchase all of the required right-of-way and have all of the utilities relocated prior to the initiation of construction. Construction of the Project will be within MDOT right-of-way.

MDOT will provide complete signed and sealed construction plans for the Project except the SR 304 / I-269 crossing of Coldwater River. The Design-Build Team may develop roadway and bridge plans in lieu of the MDOT supplied plans provided the alternatives are in accordance with the RFP. The Design-Build Team will be responsible for the development of erosion control plans in compliance with the current regulations for stormwater runoff/erosion control for the entire Project.

MDOT has obtained the Army Corps of Engineer's approval of the Project under the General Permit. MDOT will secure the Mississippi Department of Environmental Quality (MDEQ) stormwater permit for the construction of the Project. Any additional permits required will be the responsibility of the Proposer.

MDOT will be responsible for the Construction Inspection and Job Acceptance Testing; however, the Proposer'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.

GENERAL SCOPE

Work on the Project shall consist of the design and construction of a new alignment of SR 304 / I-269 in Marshall County, MS. The new highway will be constructed to address the projected traffic volumes and needs as described in the FEIS/ ROD. MDOT will provide Signed and Sealed Construction Drawings for all work except for the I-269 Bridges over Coldwater River. Principal elements of the scope include:

1. Construction of the grading and drainage for four lanes of SR 304 / I-269 from east of Mason Road at Station 878+00.00 to south of SR 302 at Station 1205+00.00 in Marshall County, MS.
2. Construction of an interchange located at SR 309 over SR 304 / I-269.
3. Construction of bridges and approaches over SR 304 / I-269 at Shinault Road, Bubba Taylor Road, and Deer Creek Road.
4. Construction of SR 304 / I-269 bridges over Davis Road and Dogwood Road.
5. Design and Construction of the crossing over Coldwater River.

The Design scope of work for this Project may include, but not be limited to, the following work items:

- Erosion control plans
- Final bridge design and plan preparation
- Final roadway design and plan preparation
- Hydraulic analysis / recommendations and scour design
- Quality Control for design
- Full design surveying / Staking
- Geotechnical investigation, testing and report preparation

If the Contractor chooses to change the design provided by MDOT, then the team is required to provide all necessary services for such changes.

Design shall meet all appropriate specifications including, but not limited to, MDOT Roadway Design Manual, AASHTO *Policy on Geometric Design of Highways and Streets* (latest edition), AASHTO *LRFD Bridge Design Specifications* (latest edition), *Manual on Uniform Traffic Control Devices* (latest edition) (MUTCD), the Floodplain Management Regulations for the State of Mississippi and MDOT design criteria as modified by the RFP. Microstation and Geopak shall be used in the preparation of CADD files. The survey shall be performed in accordance with the current MDOT Survey Manual, unless specifically excepted, and with any additional instructions or requests as specified by the MDOT.

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

- Clearing and grubbing with debris removal and disposal
- All necessary roadway and bridge work
- Surveying / Construction staking

- Drainage
- Erosion and sediment control work items
- Quality Control testing of asphalt and concrete mixtures
- Traffic control
- Project management
- Construction management
- Construction Quality Control

Construction shall comply with all appropriate specifications including, but not limited to, 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 Proposers, current MDOT publications including, but not limited to, the Construction Manual, the Materials Division Inspection, Testing and Certification Manual, and existing AASHTO, ASTM, or MDOT Test Methods.

The Lead Design Engineer and any engineers that will be responsible for the technical design of portions of the Project are required to be Professional Engineers licensed in the State of Mississippi. The Project Surveyor is required to be a registered Professional Surveyor licensed in the State of Mississippi. Registration is not required to propose on the Project but is required prior to commencing the work.

Any design reports, 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.

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.

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.

Prior to the Notice To Proceed, the Environmental Manager shall obtain erosion control certification recognized by MDOT.

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 length of the SOQ is no more than twenty-five (25), double-spaced, 8.5 inch x 11 inch pages with margins of at least one inch on all four sides, typed on one side only, excluding appendices. All text information in the 25-page limit should be shown in a readable font, size 12 points or larger. No more than five pages may be 11" by 17", but they shall count as two sheets each against the recommended 25-page maximum. Headers, footers, charts, and other graphics may be provided in a different font type and size providing they are legible. Section dividers are not counted as part of the 25-page maximum. A single-page cover letter, table of contents, and Responder Information Form will not be counted as part of the recommended 25-page maximum. Resumes, licenses, certifications and the SF 330 Part II may be provided in the appendices and will not count against the recommended 25-page maximum. These recommendations and other formatting instructions indicated in this RFQ will be considered when evaluating the quality of the firm's SOQ.

Responders are encouraged to thoroughly and concisely 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 the same order as listed below and number those categories in a manner consistent with this RFQ.**

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.

I. TEAM APPROACH

1. Identify the lead organization and primary members of the team and describe how and why the team has been so structured. Explain how this structure will assure success and facilitate the completion of the Project. Provide an organizational chart of the Responder's team describing the roles and responsibilities of each team member. The team organizational chart should include each individual's name, job description (for the Project), and company of employment. After initial submittal, changes to primary team members cannot be made without MDOT approval.

In addition, each engineering firms 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://www.gomdot.com/Divisions/AdministrativeServices/Resources/Forms/pdf/MDOT_sf330_Part2.pdf.

2. The team should include at a minimum, the following Key Individuals and identify their role and responsibility for the Project and how these roles and responsibilities will support their team approach:
 - a. Project Director - The Project Director should be the primary person in charge of and responsible for delivery of the Project in accordance with the contract requirements. The Project Director should 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 should be 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 should be responsible for the overall coordination of the Project including design and construction. The Construction Manager must be present at the site fulltime.
 - d. Environmental Manager – The Environmental Manager should 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 Storm Water Permit, if any, and other environmental rules and regulations.
3. Identify and describe the roles and responsibilities of any firms on the team who have previously worked on Design Build teams. Describe how these previous roles and responsibilities will benefit the team’s approach to this Project.
4. Describe how your team will utilize available staff and resources to accomplish the various items of work required by the Project, as identified in the Scope, to facilitate the successful completion of the Project.

II. EXPERIENCE AND QUALIFICATIONS OF PERSONNEL

Except as noted, provide information demonstrating that the Responder's personnel possess the preferred minimum qualifications listed below and any additional relevant qualifications that may be advantageous to the Project:

1. The Responder's Project Director should have at least ten (10) years of experience managing projects of similar scope and magnitude. Describe the Project Director's experience and qualifications leading a project of similar scope and magnitude. Provide a maximum of five (5) projects that demonstrate the Project Director's ability to successfully complete a project of similar scope and magnitude. 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, the location of the project, and 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.
2. Provide the experience, qualifications, and any additional relevant information about the following Responder's construction team. It is preferred that these members meet the following minimum qualifications:
 - a. The Construction Manager should have a minimum of ten (10) years of experience in the management of projects of similar scope and magnitude.
 - b. Each Construction Superintendent should have a minimum of five (5) years of experience in supervising projects of similar scope and magnitude.
 - c. The Project Surveyor of the construction team should have a minimum of five (5) years of experience and demonstrate experience in roadway and bridge survey, layout and construction staking work.
 - d. The Environmental Manager should have experience in the environmental oversight of environmentally sensitive projects. Explain how the outcomes of these projects demonstrate concern for the natural environment.
3. Provide the experience, qualifications, and any additional relevant information about the Responder's Lead Design Engineer. It is preferred that the Lead Design Engineer have a minimum of ten (10) years of experience and expertise in the design of projects of similar scope and magnitude.

4. Provide the experience, qualifications, and any additional relevant information about the following Responder's design team members. The design team should have personnel with experience and expertise in each of their respective design fields:
 - a. Bridge design
 - b. Roadway design
 - c. Erosion control

5. Provide the experience, qualifications, and additional relevant information about the Geotechnical Engineer and any additional Geotechnical Staff. The Geotechnical Engineer will conduct a geotechnical investigation, as necessary, and provide specific recommendations for the design and construction of the foundations. It is preferred that this Engineer have a minimum of ten (10) years of experience in the design of bridge foundations. Emphasis should be given to LRFD seismic design of deep foundations with liquefiable soils.

Provide resumes of Key Individuals and other personnel that you consider critical to the success of this Project, including team members discussed above. It is preferred that all resumes be limited to one (1) page. This information may be included in the appendices and will not be counted against the 25-page count. Any licenses or certifications may be provided in the appendices. 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 execution 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

The Responder should provide the following information demonstrating the Responder's past experience:

1. Provide a maximum of five (5) construction projects, with a brief description of each, that demonstrate the Responder's ability to successfully complete the Project. Example construction projects should have been completed within the last five (5) years or currently be under contract and should be of similar scope and magnitude to the Project responding herein. The Responder should indicate the location of each project, the years of construction, 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.
2. Provide a maximum of two (2) design or construction projects, with a brief description of each, that demonstrate the Responder's approach and ability to successfully construct, or design for construction, a project in a sensitive environment with minimal environmental impacts. For each project, describe the measures taken to mitigate environmental impacts.
3. Provide a maximum of five (5) design projects, with a brief description of each, that demonstrate the Responder's ability to successfully complete the Project. Example design projects should have been completed within the last five (5) years or currently be under contract and should be of similar scope and magnitude to the Project responding herein. The Responder should indicate the location of each project, the years of project services, 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.
4. 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 listed within the past five (5) years? If so, identify the team member(s) and 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 projects are behind schedule and how far the projects 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.

IV. SAFETY

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

V. 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.

Responder is 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, Garver LLC, URS Corporation 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, the COMMISSION 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 the COMMISSION may terminate the contract for default.

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

VI. Responder Information Form

Complete and execute the Responder Information Form and submit it immediately after the cover letter. This form will not be counted toward the page limit.

During the procurement process, MDOT will send all Project-related communications to the contact person listed on the Responder Information Form.

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:

Team Approach	20
Experience and Qualifications of Personnel	30
Past Performance	30
Safety	10
Quality of SOQ	10
Maximum Score	100

SELECTION

Based upon the scoring of responsive submittals, the MDOT intends to select the most qualified Responders (a minimum of three (3)) 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.

This Project has a **Ten (10) percent DBE goal**.

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.

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

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

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:

Mr. Mark McConnell, P.E.
Mississippi Department of Transportation
P.O. Box 1850
Jackson, Mississippi 39215-1850
Or e-mailed to I269@mdot.ms.gov

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 and addenda will be in writing and will be posted to the MDOT website at www.gomdot.com under the design-build link:

Responders shall be solely responsible for checking the website for updates. 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. 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.

Payment and performance bonds for the entire cost of the Project will have to be submitted prior to award.

All Debriefing requests from non-short listed teams shall be submitted by e-mail to the attention of Scot Ehrgott @ sehrgott@mdot.state.ms.us within two (2) weeks of the notification letter of the short-listed Responders. The debriefing shall be limited to teams not short-listed and to the merits of the individual Responder's SOQ.

MILESTONE SCHEDULE

Advertise RFQ	October 9, 2012
Deadline for Submittal of RFQ Questions	October 30, 2012 5:00 PM Central Time
Deadline for Submittal of seven (7) copies of Qualifications	November 20, 2012 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
Letter to Responders	January 21, 2013 (Approximate Date)
Provide RFP to Proposers	January 21, 2013 (Approximate Date)
Submittal of RFP Technical Proposals (Volume One)	April 26, 2013 (Approximate Date)
Submittal of RFP Cost Proposals (Volume Two)	May 17, 2013 (Approximate Date)
Notification of Award	May 28, 2013 (Approximate Date)
Target Project Completion	July 28, 2015 (Approximate Date)

RESPONDER INFORMATION FORM

Business Name of Responder: _____
Year Established: _____ Federal Tax ID No.: _____
Business Address: _____
Headquarters: _____
Office Performing Work: _____
Name of Authorized Signatory: _____

Contact Person: _____
Address: _____
Telephone No.: _____ Fax No.: _____
E-mail address: _____

Business Organization (check one):

- Corporation (indicate the State and Year of Incorporation): _____
- Partnership (state whether limited or general and number): _____
- Joint Venture
- Other (describe): _____

If the entity is a Joint Venture or Partnership, indicate the name, role and financial liability of each party:
(attach additional pages in similar format, if needed)

Name of Member Company	Role	Financial Liability (%)

To be signed by all Responders:

UNDER PENALTY OF PERJURY, I CERTIFY THAT I AM AUTHORIZED TO EXECUTE THIS DOCUMENT AND BIND THE COMPANY LISTED AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, FOLLOWING REASONABLE INQUIRY, THE FOREGOING IS TRUE AND CORRECT.

NAME OF COMPANY: _____

BY: _____ TITLE: _____

PRINT NAME: _____ DATE: _____