

SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION

Request for Qualifications

Interstate 20 Widening From MM 49 – MM 60

Project ID P027003

A Design-Build Project

Lexington County

January 29, 2015

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INFORMATION PACKAGE AVAILABLE ON WEBSITE

NOTE: Additional information may be available when the RFP is issued.

1. Structure inventory and appraisal sheet
2. Active Fee Appraiser Listing
3. Active Fee Reviewer Listing
4. On-Call Right of Way Consultant List

I. PURPOSE OF REQUEST

1. The purpose of this Request for Qualifications (RFQ) is to solicit letters of interest and qualifications from firms interested in providing roadway and bridge design services and construction services necessary for the widening of Interstate 20 from just west of US 378 to west of S-204 (Longs Pond Road) in Lexington County. The South Carolina Department of Transportation (SCDOT) will be utilizing the Design-Build method of contracting for this project. The proposed roadway and bridge construction work is herein after referred to as the “Project”. The term “PROPOSER” as used herein includes a firm or firms, consortia, partnerships, joint ventures and others with whom SCDOT will be contracting.
2. SCDOT 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 evaluating the submitted Qualifications, SCDOT intends to invite three (3) to five (5) of the highest rated PROPOSERS to respond to the Request for Proposals (RFP), unless SCDOT determines that a number greater than five or less than three is in the best interest of the state and is consistent with the purposes and objectives of two-phase design-build contracting. SCDOT also reserves the right to cancel the procurement or re-advertise it. The RFQ evaluation committee will recommend the number of short listed firms to the Deputy Secretary for Engineering. The Deputy Secretary for Engineering will have final approval. The determination regarding how many Proposers to short list is not subject to review or protest. Upon evaluation of the Proposals submitted in the second step of the selection process, the selection committee will recommend to the SCDOT Deputy Secretary for Engineering a PROPOSER for award and execution of a contract.
3. It is not the intention of SCDOT to receive project specific design or engineering recommendations as part of this RFQ. PROPOSERS should limit their submittals to the information required by this RFQ and other information regarding qualifications and experience.
4. Quality Acceptance and Independent Assurance (QA/IA) for this design build project will be performed by SCDOT either through SCDOT staff or by separate procurement by SCDOT for a third party private engineering firm. The QA/IA determination and contracting will be accomplished after the award of this Project to the successful PROPOSER. If a separate procurement is necessary, no member of the successful PROPOSER’s design build team, its subsidiaries and/or affiliates, (both design team and construction team) shall be selected for the QA/IA project. If a sub-consultant on the successful PROPOSER’s design build team (both design team and construction team) is being utilized by a QA/IA candidate, the submitting QA/IA firm shall request approval from SCDOT to replace the sub-consultant prior to QA/IA contracting.

5. The information obtained under this RFQ will become the property of SCDOT without restriction or limitation on its use. SCDOT shall have unrestricted authority to publish, disclose, distribute, or otherwise use in whole or in part any reports, data, or other materials prepared under this RFQ that is not marked confidential. SCDOT shall retain ownership of all plans, specifications, and related documents, including one set of any RFQ response deemed non-responsive.

II. OVERVIEW

1. SCDOT intends to enter into a design build contract. SCDOT will determine the successful proposal based on the criteria to be presented in the RFP.
2. The scope of this project consists of widening eastbound and westbound I-20 with an additional lane in each direction. The widening will begin just east of US 378 where the roadway transitions from a six lane section to a four lane section and terminate west of S-204 (Longs Pond Road) near MM 49. The I-20 eastbound and westbound bridges over Norfolk Southern Railroad will be replaced. The pavement for the project will consist of both concrete and asphalt. The existing concrete pavement section will require reconstruction.
3. SCDOT is preparing a Categorical Exclusion (CE) for the Project and will have an approved document prior to issuance of the final RFP. The PROPOSER shall be responsible for complying with the NEPA determination and all environmental commitments. The acquisition of all of the necessary rights of way and/or permissions will be the responsibility of the PROPOSER. The preparation of all necessary permit applications will be the responsibility of the PROPOSER.
4. The selected PROPOSER will be responsible for all engineering, design, and plan preparation services, including, but not limited to, permitting, utility coordination, railroad coordination, right of way acquisition and services (including relocation services), maintenance of traffic, construction, quality control inspection and testing services, environmental monitoring and compliance, media and community relations, preparation of as-built plans, project layout, and any and all other services that may be necessary for the completion of the Project. The selected PROPOSER will be responsible for dynamic and static load testing of drilled shafts and piles if required by design. SCDOT will be responsible for and perform cross-hole sonic logging testing of all drilled shafts.

5. Electronic copies of the RFQ and a Project Information Package may be downloaded from the SCDOT Design Build website at http://www.scdot.org/doing/constructionLetting_DesignBuild.aspx. The Project Information Package will include information describing the work which has been performed by SCDOT prior to entering into the contract for the Project. **At the release of this RFQ, limited information is available. Additional information will be added to the Project Information Package in the future.** Due to the size of certain files, some information will be available to download by weblink. The weblink will be posted on the SCDOT Design Build website. Data reports and electronic files supplied by CD and/or posted on the SCDOT Design Build website are for information only. SCDOT shall not be liable for the reliability or accuracy of the information contained therein. Any changes to the documentation provided shall be identified by an addendum to this RFQ. PROPOSERS shall acknowledge receipt of addendums in their response to this RFQ. It is the PROPOSER'S responsibility to check the website regularly for updates, modifications and additional documentation pertaining to this procurement.
6. **Any and all modifications to this RFQ and/or the Milestone Schedule will be posted at the web location above. It is the PROPOSER'S responsibility to check the website regularly for updates and modifications.**

III. ANTICIPATED PROCUREMENT PROCESS

1. **Selection of Short-Listed Qualified Firms** – SCDOT will review all responses to the Request for Qualifications and intends to invite three (3) to five (5) of the highest rated PROPOSERS to respond to the RFP, unless a number greater than five or less than three is in the best interest of the state and is consistent with the purposes and objectives of two-phase design-build contracting.
2. **Industry Review of RFP** - SCDOT intends to issue an RFP for industry review to the teams that are selected for the short list for the Project and solicit their comments prior to issuing a final RFP to the short listed teams. The intent of the RFP for industry review is to identify those areas of the RFP that may be in conflict with each other and to point out mistakes in the RFP. A non-confidential one-on-one meeting may be scheduled with the shortlisted teams to facilitate this purpose.
3. **Final RFP** - A final RFP with comments from the review by the short-listed teams incorporated will be issued. Items that are revised, inserted, or deleted will be highlighted in the final RFP.
4. **Confidential One on One Meetings** - SCDOT intends to conduct confidential one-on-one meetings with each of the short listed teams so that the teams will be able to confidentially seek clarification and discuss the project with SCDOT personnel.

5. **Alternative Technical Concepts** - SCDOT intends to allow the submittal of Alternative Technical Concepts (ATC) for this project. A detailed explanation of the ATC process will be included in the RFP.
6. **Submittal of Proposal** - A proposal consisting of separate technical and cost proposals will be submitted after the ATC process has been completed. Details regarding the submittal of the proposal including the scoring of the technical proposal will be included in the RFP.
7. **Stipends** - SCDOT intends to award stipends to each responsive and responsible yet unsuccessful short-listed PROPOSER. The amount of the stipend will be identified with the release of the RFP for Industry Review. PROPOSER must indicate either his acceptance or rejection of the stipend at the time he submits his technical and cost proposals in the second stage of the procurement.

IV. PROJECT SCOPE

1. The scope of work for the Project will include design, right of way acquisition and services (including relocation services), construction and construction engineering and management. The Project will be designed in accordance with AASHTO and SCDOT design specifications and criteria.
2. The design work will include, but not be limited to:
 - Surveys
 - Geotechnical exploration and design
 - Hydrologic/hydraulic analysis and design
 - Roadway design
 - Bridge design
 - Clear zone
 - Sound barrier design
 - Seismic design
 - Public/Media/Community Relations and Information
 - Utility coordination
 - Transportation Management Plan
 - Permit preparations, submittals, and approvals including identifying and providing mitigation as required
3. Construction will consist of all necessary roadway and bridge work, including but not limited to:
 - Adding a lane in each direction in the median
 - Removal and reconstruction of the existing concrete pavement section

- Bridge maintenance as prescribed by SCDOT at overpasses
- Ramp extensions
- Intersection safety improvements at US 1/interchange ramp/Dooley Road.
- Sound barriers
- Removal, disposal, and reconstruction of two (2) existing bridges and appurtenances
- Drainage, utility and railroad coordination
- Erosion and sediment control work items
- Maintenance of traffic
- Intelligent Transportation System (ITS)

Construction engineering and management, including quality control, will be the responsibility of the selected PROPOSER. The SCDOT will be responsible for the quality acceptance and independent assurance testing portions of the Quality Assurance Program for the Project. If required by design, the selected PROPOSER will be responsible for dynamic and/or static load testing of drilled shafts and driven piles. Construction will comply with the SCDOT Standards and Specifications.

V. CONFLICT OF INTEREST

1. The PROPOSER's attention is directed to 23 CFR Section 636 Subpart A and in particular to Subsection 636.116 regarding organizational conflicts of interests. PROPOSER 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 PROPOSER organization relating to this Project. Section 23 CFR 636.103 defines "organizational conflict of interest" as follows:
 - a. "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."
2. Consultants and/or sub-consultants who assist the owner in the preparation of a RFP document will not be allowed to participate as a PROPOSER or join a team submitting a proposal in response to the RFP. However, SCDOT may determine there is not an organizational conflict of interest for a consultant or sub-consultant where:
 - a. The role of the consultant or sub-consultant was limited to provision of preliminary design, reports, or similar "low-level" documents that will be incorporated into the RFP, and did not include assistance in development of instructions to PROPOSER or evaluation criteria, or

- b. Where all documents and reports delivered to the agency by the consultant or sub-consultant are made available to all PROPOSERS.
3. PROPOSERS who identify any person or entity who has an organizational conflict and/or has performed, is performing, or will perform certain preliminary engineering for this Project, and wish to identify them to participate on the design build team shall:
 - a. Disclose all work performed in relation to the Project and describe in detail the organizational conflict on the Disclosure of Potential Conflict of Interest Certification included in this RFQ. Disclosure includes providing all relevant facts concerning any past, present or currently planned interests which may present an organizational conflict of interest. PROPOSER 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;
 - b. Provide all records of such work to SCDOT so that all such information can be made available to all potential design build teams, if necessary;
 - c. Ensure that the person or entities contract with SCDOT or any related entity to perform service related to this Project has expired or has been terminated prior to release of the RFP for Industry Review;
 - d. In cases where the person or entity is identified as a primary member on more than one design-build team for this Project, PROPOSER shall describe how the person or entity will avoid conflicts in the bid phase of the Project.
 - e. Comply with all federal and state conflict of interest rules and regulations.
4. The lead contractor and lead designer on a design-build team are prohibited from submitting on multiple proposals for a given project.
5. As provided in Section I, no member of the successful PROPOSER's design build team, its subsidiaries and/or affiliates, (both design team and construction team) shall be selected for the QA/IA project. If a sub-consultant on the successful PROPOSER's design build team (both design team and construction team) is being utilized by a QA/IA candidate, the submitting QA/IA firm shall request approval from SCDOT to replace the sub-consultant prior to QA/IA contracting.

6. The PROPOSERS must complete the Disclosure of Potential Conflict of Interest Certification included in this RFQ and submit it as part of the RFQ submittal to certify that all members of the PROPOSERS team either have or have no conflict of interest. SCDOT will review the Disclosure of Potential Conflict of Interest Certification and the proposed mitigation measures to determine if the PROPOSER may submit the RFQ, RFP, or be awarded the contract. SCDOT will determine, in its sole discretion, if the PROPOSER has obtained an unfair competitive advantage. Disclosure of a potential conflict of interest will not necessarily disqualify a PROPOSER. This information shall be included in the appendices and will not be counted against the maximum page requirement.
7. PROPOSER agrees that, if an organizational conflict of interest is discovered after the RFQ proposal is submitted, PROPOSER must make an immediate and full disclosure to SCDOT that includes a description of the action that the PROPOSER 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, SCDOT may, at its discretion, cancel the design-build contract for the Project. If the PROPOSER was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to SCDOT, then SCDOT may terminate the contract for default.

VI. PREQUALIFICATION REQUIREMENTS

All construction firms that are part of the design build team shall be prequalified by SCDOT for the work they are identified to perform. If the PROPOSER is a Joint Venture, or other entity organized specifically for this project, qualification documentation must be submitted for each member. SCDOT Pre-qualification Certificates for the construction firms shall be submitted to SCDOT prior to submission of the RFP response.

VII. SCDOT POINT OF CONTACT

Brad Reynolds
SCDOT Point of Contact (POC)
South Carolina Department of Transportation
955 Park Street, Room 319
Columbia, SC 29201
(803) 737-1440
Email address: reynoldsbs@scdot.org

VIII. SUBMITTAL FORMAT

The RFQ response must be submitted by the date and time listed in the “Milestones” in this RFQ. The response shall be:

- Prepared on 8.5” X 11” pages, typed on one side only (organizational chart may be on an 11” X 17” page folded to 8.5” X 11” size)
- Double spaced
- Twenty (20) pages maximum, excluding appendices
- Times New Roman, minimum size 12-point font

Responses should address each of the following categories in the same order as listed below. The PROPOSER may wish to include additional information. If a PROPOSER does not submit responses to these items, their submittal may be considered non-responsive and will not receive further review/evaluation. Any proposal deemed non-responsive shall be retained by SCDOT and subject to FOIA unless clearly marked confidential. PROPOSERS are advised that SCDOT reserves the right to conduct an independent investigation of any information, including prior experiences, identified in the responses. PROPOSERS are responsible for effecting delivery by the deadline date and time; late submissions will be rejected without opening. SCDOT accepts no responsibility for misdirected or lost proposals.

SCDOT has changed the submittal process from previous Design-Build Projects. PROPOSERS are REQUIRED to upload their completed submittals online through PROJECTWISE in .pdf format. Only one completed submittal per team will be accepted and shall be uploaded by either the lead contracting entity or lead design firm. Please be advised of the time required to set up a new account. All requests for new accounts must be received 72 business hours prior to the proposal deadline indicated in the Milestone Schedule. More information is available at http://www.scdot.org/doing/constructionletting_projectwise.aspx

Additionally, PROPOSERS are to physically deliver and submit the following:

1. Ten (10) printed and bound hard copies of ONLY the twenty (20) page response to the RFQ (excluding appendices) including a copy of required forms with signatures and,
2. One (1) set of the required forms with original signatures in a separate envelope marked “REQUIRED FORMS WITH ORIGINAL SIGNATURES”.

Responses shall be explained and identified within the twenty (20) pages. Appendices may only be used to support or supplement the detailed answers, but cannot be used as a substitute for the required narrative response. SCDOT encourages PROPOSER to utilize hyperlinks to connect to information in the Appendices that are referenced within the twenty (20) page narrative section of the electronic submittal.

1. **TEAM STRUCTURE AND APPROACH** – Provide the qualifications and organizational structure of the firm or firms on the PROPOSER’s team as follows:

a. **Organizational Makeup and Structure:**

- i. Identify the lead organization and primary members of the team. Primary members include the lead design firm, paving contractors (asphalt and concrete), earthwork contractors, and bridge contractors. Name the entity with whom SCDOT will be contracting and identify if this will be a partnership, corporation, joint venture, etc. If a joint venture, name the person who has authority to sign the contract on behalf of the joint venture. Provide contact name, mailing address, phone number, and e-mail address for contracting entity.
- ii. Provide an organizational chart of each member of the PROPOSER’s team. Describe the role and responsibilities of each team member. The organizational charts must identify the functional structure, levels of management, and reporting relationships for primary members and major functions to be performed in managing, designing, and constructing the Project. The chart must show the organizations by name. **After initial submittal, key individuals and primary members cannot be changed without SCDOT approval. Changes to the team submitted in response to this RFQ may result in a re-evaluation of the team’s qualifications. SCDOT reserves the right to reject the PROPOSER from further consideration during the two-step selection process if the new team member is not approved.**
- iii. The firm providing right-of-way acquisition service shall be on the current SCDOT “On-Call List” for right-of-way consultants.

b. **Capacity and Resources of Overall Team:**

- i. Identify if any of the team members have worked together on the same team (not just on the same job) in the past. Describe the types of jobs they worked on, the year(s) they worked together, the level of participation, and a reference contact name, email address, and phone number for that job.
- ii. Identify needed resources and how those will be secured for the project. Identify items of work that the lead organization will self-perform. If a joint venture, identify work items each entity will perform.

- iii. Provide a notarized affidavit executed by a principal officer of PROPOSER that declares PROPOSER has the financial capacity and the resources necessary to complete the Project as proposed in the RFQ.
- iv. Provide written documentation from the PROPOSER's bonding firm confirming PROPOSER's capacity to be bonded for the Project as proposed in the RFQ. The bond letter must be issued by a surety company licensed in the State of South Carolina with an "A" minimum rating of performance as stated in the most current publication of "A.M. Best Key Rating Guide, Property Liability" and signed by the surety's agency or attorney-in-fact. Surety must be listed on the current U.S. Department of the Treasury Financial Management Service list of approved bonding companies as approved for an amount equal to or greater than the amount for which it obligates itself in the Bond. If surety qualifies by virtue of its Best's listing, the amount of the Bond may not exceed ten percent of policyholders' surplus as shown in the latest A.M. Best's Key Rating Guide. The bond letter must reflect single bonding capacity of PROPOSER which exceeds the anticipated value of this project. This information may be included in the appendices and will not be counted against the maximum page limitation.

- v. If the PROPOSER is a partnership, limited partnership, joint venture, or other association (hereinafter joint venture), provide either (1) a notarized letter from the joint venture members indicating that they intend to create a joint venture to perform this Project or (2) a copy of the organizational document or agreement committing to form the organization. In the event a notarized letter is submitted with this RFQ, the shortlisted joint venture shall submit with its response to the RFP, a copy of the joint venture organizational agreement. Provide documentation from its surety company acknowledging the future formation of a joint venture for the purpose of completing the project and that the joint venture will be capable of obtaining a performance bond and a payment bond in the estimated amount of the contract. Provide a statement executed by all general partners, joint venture members, or other association members, as applicable, evidencing agreement to be fully liable for the performance under the contract. Provide documentation evidencing the person signing the contract has authority to sign the contract on behalf of the joint venture. This information may be included in the appendices and will not be counted against the maximum page limitation. PROPOSERS are reminded that each individual joint venture partner must be prequalified with SCDOT prior to submission of the RFP response.

c. Project Approach:

- i. Discuss your understanding of the tasks involved in the Project. Discuss key tasks that will make this a successful project and how your team is qualified to achieve them.
- ii. Identify and discuss three critical risks for this project, focusing on what the PROPOSER'S team considers the most relevant and critical to the success of the project. Provide a narrative for each risk that describes why the risk is critical, indicates the impact the risk will have on the project and discusses the mitigation strategies the PROPOSER'S team may implement to address the risk. Describe the role that the PROPOSER expects SCDOT or other agencies may have in addressing these project risks.
- iii. Identify where the Project will be designed, the location of the Project Manager, and the location where the contract will be administered. Indicate the team's ability to coordinate all portions of the Project. Indicate how the geographical setup of the primary members will achieve successful delivery of the Project.

- iv. Describe the approach to environmental coordination, right-of-way, utilities, public relations, mitigation, and permitting. Describe how your team will ensure environmental commitments are honored, right-of-way is successfully secured, utilities are dealt with in a timely manner, the public is kept informed about the project and all permits are secured. The approach should take into consideration the timing needed to obtain any necessary permits, railroad approval and/or related certifications.
- v. Describe the approach to development of the Transportation Management Plan and maintenance of traffic. Identify any special traffic control issues and challenges.
- vi. Describe the Team's understanding of the Quality Assurance Program and the roles of the PROPOSER and SCDOT for all aspects of design and construction of the project. Discuss compliance with required standards, testing laboratories, mix designs and material certifications processes.
- vii. Describe the interaction with SCDOT to ensure that acceptance of components will be accomplished in a timely manner.
- viii. Describe the Team's design submittal procedures. The description should include procedures to address multiple submittals, percentage completion of plans submitted for review, sequence of types of plans submitted, and SCDOT's role in the review process. Describe how the Team's design submittal procedures will benefit the project schedule and the phasing of work.

2. **EXPERIENCE OF KEY INDIVIDUALS** - Prior to contract execution, all team members shall hold or obtain licenses required for performing work on the project under state and local laws. Any design reports, plans, and foundation designs shall be signed and sealed by an unrestricted Registered Professional Engineer registered in the State of South Carolina.

The team must have the ability and experience to perform at a minimum the following in order for this Response to be deemed technically acceptable. Team members may perform multiple roles with the exception of the Project Manager, Construction Manager, and the Quality Control Manager who shall have singular responsibilities as described below:

a. **Project Manager:**

- i. The Project Manager shall be the primary person in charge of and responsible for delivery of the Project in accordance with the Contract requirements. The Project Manager shall have full authority to make the final decisions on behalf of the PROPOSER and have responsibility for communicating these decisions directly to SCDOT. The Project Manger shall be the primary contact for communications with SCDOT and is expected to attend all regularly scheduled meetings. The Project Manager shall be on-site for the duration of the Project. The Proposal must identify the Project Manager and the employing firm and clearly define the role and responsibility of the Project Manager relative to the member firms. The Project Manager shall be dedicated exclusively to this project with no other project responsibilities.
- ii. The PROPOSER's Project Manager must have at least ten (10) years of progressive experience including management of projects of similar complexity, scope and magnitude. Describe the Project Manager's experience leading similar projects. Provide a list of the projects that the Project manager has managed in the past. For each project listed, provide:
 1. A brief description of each project managed, including the year(s) of construction, size and type of project, and any unusual features.
 2. Name of owner for whom the work was performed and the name, email address and phone numbers of the owner's representatives who can verify and discuss the Project Manager's participation in the project.

- b. **Design Engineering Team:** The PROPOSER's design engineering team shall have experience and expertise in all phases of roadway design, bridge structure design, and sound barrier design for the Project. For each member of the Design Engineering Team listed below, provide a list with a description of any and all similar interstate widening and specifically identify the level of work he/she performed on each project and year of completion. For each project listed, each member shall provide contact information, including telephone number and email addresses of the project owner and shall specify the type of work and percentage of work performed on each project. Key individuals of the design team shall have the following minimum qualifications:
- i. Lead Design Engineer
 1. The Lead Design Engineer shall have a minimum of ten (10) years of progressive experience and expertise in the design of highways and must include experience and expertise in the design of interstate projects. The Lead Design Engineer shall be in charge of and responsible for all aspects of the design of the Project (road, bridge, sound barrier, hydraulic analysis, seismic design, traffic, and geotechnical) subject to the direction of the Project Manager. The Lead Design Engineer shall be a full time employee of the lead design firm.
 - ii. Structural Engineer – The Structural Engineer shall have a minimum of ten (10) years of progressive experience in the design of roadway bridges and shall have experience in the seismic design of structures.
 - iii. Roadway Engineer – The Roadway Engineer shall have a minimum of ten (10) years of progressive experience in the design of roadway facilities to SCDOT standards with particular emphasis on interstate projects.
 - iv. Geotechnical Engineer - The Geotechnical Engineer shall have a minimum of ten (10) years of progressive experience and expertise in the design of bridge foundations, retaining walls, and ground improvements beneath embankments, as well as specific experience with similar subsurface conditions.
 - v. Environmental Manager/Permit Coordinator
 1. The Environmental Manager/Permit Coordinator shall have a minimum of five (5) years of progressive experience in the determination, coordination, and preparation of permits for transportation projects.

2. The Environmental Manager/Permit Coordinator shall provide information and past project accomplishments that show this individual's knowledge of the permit acquisition process as well as an understanding of the requirements set forth in the National Environmental Policy Act (NEPA).
 3. The Environmental Manager/Permit Coordinator shall be responsible for the acquisition of permits, adherence to all environmental requirements and commitments, including mitigation and erosion control inspections as required by NPDES and other environmental rules and regulations.
- vi. Other Key Design Individuals List the names of other key design individuals critical to the success of the Project. Provide SF 330 or other resumes in the appendices that include information on experience related to similar projects and previous project work. For each project listed, include: a brief description of the project, year(s) of construction, size and type of project, and any unusual features. Also, project descriptions should include the name of the project owner, phone number and e-mail address for the owner's representative who can verify and discuss the individual's participation in the project. The SF 330 or other resumes included in the appendices shall contain all of the information requested above and will not be counted against the maximum page limitation.

- c. **Construction Management Team:** The PROPOSER's construction management team shall have experience and expertise in all phases of roadway and bridge construction. For each member of the Construction Management Team listed below, provide a list with a description of any and all similar interstate widening and specifically identify the level of work he/she performed on each project and year of completion. For each project listed, each member shall provide contact information, including telephone number and email addresses of the project owner and shall specify the type of work and percentage of work performed on each project. Key individuals of the construction team shall have the following minimum qualifications:

- i. Construction Manager – The Construction Manager shall be responsible for all aspects of the construction of the Project subject to oversight of the Project Manager. The construction manager shall have ten (10) years of progressive experience including management of projects of similar scope and magnitude. The Construction Manager shall be dedicated solely to managing the construction of the project and shall have no other assigned project responsibilities.
- ii. Quality Control Team - The Quality Control team (QC) shall meet the following minimum qualifications:
 - 1. The QC Manager shall have a minimum of five (5) years of experience on projects of similar scope and magnitude. The Quality Control Manager shall be responsible for ensuring that all workmanship and materials are in compliance with the Contract requirements. The Quality Control Manager shall coordinate with the SCDOT RCE for all Quality Acceptance and Independent Assurance Testing. The Quality Control Manager shall not report directly to the Project Manager or other project personnel, but shall report to a responsible officer of the entity with whom SCDOT has contracted. The Quality Control Manager shall be dedicated solely to project quality control and shall have no other assigned project responsibilities. The QC Manager shall be on-site for the duration of the Project.
 - 2. The QC team shall have an AASHTO accredited lab for testing purposes.
 - 3. The inspection personnel must obtain appropriate certification as required by SCDOT for each specific test to be performed. All certifications must be reviewed and approved by SCDOT.
- iii. Construction Superintendent – Each construction superintendent shall have a minimum of five (5) years of experience in supervising projects of similar scope and magnitude.
- iv. Project surveyor – The project surveyor of the construction team shall be a Registered Land Surveyor (RLS) in the State of South Carolina, shall have a minimum of five (5) years of experience and shall have experience in roadway and bridge construction work.
- v. Safety Manager – The Safety Manager shall be responsible for compliance with all applicable safety regulations. The Safety Manager shall be on-site for the duration of the Project.

- vi. Other Key Construction Management Individuals List the names of other key construction management individuals critical to the success of the Project. Provide SF 330 or other resumes in the appendices that include information on experience related to similar projects and previous project work. For each project listed, include: a brief description of the project, year(s) of construction, size and type of project, and any unusual features. Also, project descriptions should include the name of the project owner, phone number and e-mail address for the owner's representative who can verify and discuss the individual's participation in the project. The SF 330 or other resumes included in the appendices shall contain all of the information requested above and will not be counted against the maximum page limitation.

Key individuals and primary members are to remain for the duration of the project and changes cannot be made without SCDOT authorization. To qualify for SCDOT's authorization, the PROPOSER must submit a written request explaining the reason for the change and must document that the proposed removal, replacement, or addition will provide management of the Project equal to or better than that submitted with the RFQ. SCDOT will use the criteria specified in the RFQ and the qualification submitted by the PROPOSER to evaluate all requests.

3. PAST PERFORMANCE OF TEAM

- a. **Quantity of Past Performance:** For the lead organization and each primary member included in the PROPOSER's Team, provide information demonstrating the firm's qualifications for performing work included in the Proposal. The information is to include a list of relevant project experience including year(s) of construction. Clearly provide past project experience in the design and construction of interstate widening's, interstate bridge construction and design build experience. List relevant interstate projects that the team has worked on and provide date of construction and owner information. The past projects listed should be of the scope, complexity and magnitude similar to this project. PROPOSERS should include with their proposal information any unique project challenges that required innovative solutions.
 - i. For each project listed, provide:
 - 1. A brief description of the project.
 - 2. Name of owner for whom the work was performed.

3. Name, email addresses and phone numbers of owner's representatives who can verify and discuss the firm's participation in these projects.
- ii. Include SF 330 forms, in the appendix, for all engineering firms and similar profiles for construction firms. The SF 330 forms shall be completed in accordance with the SF 330 instructions set forth in OMB No. 9000-0157

PROPOSERS are advised that the SCDOT may use all information provided by the PROPOSER and information obtained from other sources in the assessment of past performance. Past performance information on contracts not listed by the PROPOSER, or that of named subcontractors, may also be evaluated. SCDOT may contact references other than those identified by the PROPOSER and information received may be used in the evaluation of the PROPOSERS' past performance. While SCDOT may elect to consider information obtained from other sources, the burden of providing current, accurate, and complete past performance information rests with the PROPOSER.

- b. **Quality of Past Performance:** In evaluating past performance, SCDOT will also utilize information available on each PROPOSER through its Contractor Performance Evaluation System, Consultant Evaluation Scores and references. Current as well as past Contractor Performance Scores (CPS) may be considered. CPS and Consultant Evaluation Scores of primary members will also be reviewed. As it is already available to SCDOT, PROPOSERS need not provide CPS and Consultant Evaluation scores; however, PROPOSERS are required to provide brief answers and explanations to the following questions. For this section, the term "any member" shall mean the lead organization and primary members as defined in Section 1. a. i.
 - i. Has any member of the PROPOSER's team been declared delinquent or placed in default on any project within the last five (5) years?
 - ii. In the past five (5) years, has any member of the PROPOSER's team been suspended, debarred, disqualified from bidding, or declared ineligible for work by any entity or are any such actions pending against them?
 - iii. In the past ten (10) years, has any member of the PROPOSER's team submitted a claim on a project that was not resolved without litigation and if litigated, was not resolved in favor of the member of PROPOSER's team?
 - iv. Has any member of the PROPOSER's Team been assessed liquidated damages on any projects within the past five (5) years?

- v. In the past five (5) years, has any member of the PROPOSER’s team been found in violation of local, state, or federal laws or regulations or is under investigation for possible violation of such laws or regulations? This includes, but is not limited to, the areas of safety, environmental, and sediment and erosion control.
- vi. Within the last ten (10) years, has any member of the PROPOSER’s team received incentives for early project completion?
- vii. In the past five (5) years, has any member of the PROPOSER’s team been involved in design or construction related litigation?
- viii. In the past five (5) years, has any member of the PROPOSER’s team failed to comply with a project’s DBE contract provisions?

PROPOSERS who respond to this Request for Qualifications may be asked to provide additional information.

IX. QUALIFICATIONS EVALUATION

A selection committee has been established by SCDOT to review the RFQ responses. The criteria shown below will be considered in determining the PROPOSER’s qualification score. The maximum points for each evaluation category will be as follows:

Category	Points
1. Team Structure and Approach	
Organizational Makeup and Structure	10
Capacity and Resources of Overall Team	5
Project Approach	15
2. Experience of Key Individuals	
Project Manager	10
Design Engineering Team	15
Construction Management Team	10
3. Past Performance of Team	
Quantity of Past Performance	15
Quality of Past Performance	20
Maximum Score	100

X. CLARIFICATIONS

SCDOT, at its sole discretion, shall have the right to seek clarifications from any PROPOSER to fully understand information contained in their responses to the RFQ.

XI. SELECTION

Selection will be based upon the scoring of the selection committee as set forth in the **QUALIFICATIONS EVALUATION** section. Based on the scoring, the selection committee intends to invite the three (3) to five (5) highest rated PROPOSERS to respond to the Request for Proposals (RFP), unless SCDOT determines that a number greater than five or less than three is in the best interest of the state and is consistent with the purposes and objectives of two-phase design-build contracting. The Deputy Secretary for Engineering will have final approval. The determination regarding how many proposals to short list is not subject to review or protest. PROPOSER is advised that this evaluation and selection process is a competition and not simply a prequalification for the RFP stage.

XII. GENERAL INFORMATION

1. SCDOT reserves the right, at its sole discretion, to either proceed no further with the Project RFQ process, or to cancel and re-advertise in another public solicitation.
2. SCDOT reserves the right to accept or reject any and all responses and/or discontinue the selection process at any time prior to contract execution.
3. SCDOT assumes no liability and will not reimburse costs incurred by firms (whether selected or not) in developing responses to this RFQ.
4. SCDOT reserves the right to request or obtain additional information about any and all responses to the RFQ.
5. SCDOT reserves the right to revise or amend the RFQ, specifications and/or drawings, including changes to the date the proposal is due. Such changes, if any, will be announced by an addendum or addendums to this Request for Qualifications. All information relating to this RFQ, including pertinent changes/addendums and other applicable information will be posted on SCDOT's design build website www.SCDOT.org a minimum of three (3) business days prior to the date set for receipt of proposals as set forth in the Milestone Schedule. If changes are made to the RFQ within three (3) days of the due date, Milestones will be adjusted accordingly. **PROPOSERS are strongly cautioned to check this site frequently to ensure they have the latest information.**
6. Receipt of an addendum by the PROPOSER must be acknowledged in the space provided on the Addendum Notice to Proposer Transmittal Form posted on the SCDOT Design Build website for this project. PROPOSERS shall submit the signed Notice with its response to this RFQ. Failure to acknowledge an addendum may result in rejection of the proposal. Explanations or instructions given in a form other than an addendum to the RFQ shall not be binding.

7. SCDOT reserves the right to re-evaluate the PROPOSER's team when changes to team members are made. If a new team member is added, SCDOT reserves the right to reject the PROPOSER from further consideration during the two-step selection process.
8. After initial submittal, key members of the PROPOSER's team cannot be changed without SCDOT approval.
9. If a non-short-listed PROPOSER would like to schedule a debriefing, PROPOSER will have three (3) working days from the date of short-listing notification is posted on the SCDOT Design Build website for this Project. Only written requests (emails are acceptable) for a debriefing will be scheduled. Failure to request a debriefing within the three (3) day period may waive the opportunity for a debriefing.
10. PROPOSER shall specifically mark any elements that are deemed confidential, or proprietary. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark the entire proposal as confidential or proprietary. In determining whether to release documents, the SCDOT will rely on PROPOSER's marking of each page or portions of pages of documents, as required by these instructions, as being either "Confidential" or "Trade Secret". PROPOSER shall be prepared upon request to provide justification of why such materials shall not be disclosed under the South Carolina Freedom of Information Act, Section 30-4-10, et seq., South Carolina Code of Laws (1976) as amended. Proposals will be kept confidential and will not be disclosed, except as may be required by law.
11. PROPOSER shall be held responsible for the validity of all information supplied in its proposal, including that provided by potential subcontractors. Should subsequent investigation disclose that the facts and conditions were not as stated, the proposal may be rejected or contract terminated for default if after award, in addition to any other remedy available under the contract or by law.
12. Effective the date of the advertisement of this RFQ, no further contact is allowed with any SCDOT personnel concerning this project except for questions of an administrative or contractual nature that shall be submitted in writing to the attention of the POC. This restriction is in effect until the selection has been announced. The employees of the proposing Team may not contact any SCDOT staff including members of the Selection Committee, other than the POC to obtain information on the RFQ. Such contact may result in disqualification.

XIII. MILESTONES

Advertise Request for Qualifications (RFQ).....Thursday, January 29, 2015

Deadline for Submittal of ten (10) printed copies and one (1).....Friday, June 12, 2015
electronic copy (in PDF format) of Qualifications.....(by 2:00 pm EDT)

Submit to: Contract Administrator
 South Carolina Department of Transportation
 955 Park Street, Room 334
 Columbia, South Carolina 29201
 or
 P. O. Box 191
 Columbia, South Carolina 29202

Selection of Short-listed teams..... Friday, July 17, 2015

Issue RFP for Industry Review.....Fall 2015

Issue Final RFP.....Fall 2015

Submittal of Proposals.....Fall 2015

Bid Opening (with team representatives present).....Early Winter 2016

Notification of Selection.....Winter/Early Spring 2016

Award/Contract Execution.....Spring 2016

XIV. DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST CERTIFICATION

PROPOSER hereby indicates that it has, to the best of its knowledge and belief has:

_____ Determined that no potential organizational conflict of interest exists.

_____ Determined a potential organizational conflict of interest as follows:

Attach additional sheets as necessary.

1. Describe nature of the potential conflict(s):

2. Describe measures proposed to mitigate the potential conflict(s):

Signature

Date

Print Name

Company

If a potential conflict has been identified, please provide name and phone number for a contact person authorized to discuss this disclosure certification with Department of Transportation contract personnel.

Name

Phone

Company