

# **SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION**

## **Request for Qualifications**

Interstate 85/385 Interchange Improvements

Federal Aid Project No. IM23(009)

File No. 23.038111

A Design-Build Project

Greenville County

**Revised July 30, 2013**

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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
5. Environmental Assessment and FONSI
6. Public Hearing Displays
7. Interchange Modification Report
8. Pavement Scope of Work
9. Geotechnical Report

# 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 improvements to the Interstate 85/385 system interchange in Greenville County. The South Carolina Department of Transportation (SCDOT) will be utilizing the Design-Build method of contracting for this federal-aid 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 the three (3) highest rated PROPOSERS to respond to the Request for Proposals (RFP), unless SCDOT determines that a number greater than three 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. Construction Engineer and Inspection Services (CE&I) for this design build project will be provided by SCDOT either through SCDOT staff or by separate procurement by SCDOT for a third party private engineering firm. The CE&I 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 CEI project. If a sub-consultant on the successful PROPOSER’s design build team (both design team and construction team) is being utilized by a CEI candidate, the submitting CEI firm shall request approval from SCDOT to replace the sub-consultant prior to CEI contracting.

## 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 improving the existing system interchange at I-85 and I-385. Also included is the widening of I-385 between the interchanges at Butler Road and Roper Mountain Road; the I-85 pavement rehabilitation and cross slope verification between the interchanges at Laurens Road and Pelham Road; and a series of intersection improvements along Woodruff Road between I-85 and I-385. The pavement for the project will consist of both concrete and asphalt.
3. SCDOT has secured a Finding of No Significant Impact (FONSI) and an approved Interchange Modification Report (IMR) for the Project. 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 an RFQ Information Package may be downloaded from the SCDOT Design Build website at [http://www.scdot.org/doing/constructionLetting\\_DesignBuild.aspx](http://www.scdot.org/doing/constructionLetting_DesignBuild.aspx).
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 the three (3) highest rated PROPOSERS to respond to the RFP, unless a number greater than three 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.
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 in the amount of \$200,000 (Two Hundred Thousand Dollars) to each responsive and responsible yet unsuccessful short-listed PROPOSER. 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's A Policy on Geometric Design of Highways and Streets, AASHTO LRFD Bridge Design Specifications, and SCDOT design specifications and criteria. The design work will include, but not be limited to, surveys, geotechnical exploration and design, hydrologic/hydraulic analysis and design, roadway and bridge design, seismic design, foundation design, substructure and superstructure design, community relations, utility coordination, and permitting services to include permit acquisition along with any other work that may be necessary to complete the Project.
2. Construction will include, but not be limited to, all necessary roadway and bridge work, removal and disposal of existing bridge and appurtenances, drainage, utility coordination, erosion and sediment control work items, foundation work, substructure work, superstructure work, and maintenance of traffic. 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 static load testing of drilled shafts and piles. Construction will comply with the SCDOT Standard Specifications for Highway Construction, Manual of Uniform Traffic Control Devices, the SCDOT Standard Drawings for Road Construction, SCDOT Construction Manual, SCDOT Supplemental Specifications, SCDOT Supplemental Technical Specifications, and any special provisions.

3. Additionally, areas of specific work included in the scope of this project will include, but are not limited to, the following items:
  - a. Permit preparations, submittals, and approvals including identifying and providing mitigation as required
  - b. Public/Media Relations and Information
  - c. Transportation Management Plan

## 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;
  - 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. ~~Multiple subcontractors may be named for the same discipline, limited to a maximum of two (2) subcontractors per discipline.~~
  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 CEI project. If a sub-consultant on the successful PROPOSER's design build team (both design team and construction team) is being utilized by a CEI candidate, the submitting CEI firm shall request approval from SCDOT to replace the sub-consultant prior to CEI contracting.
  6. All PROPOSERS must complete the Disclosure of Potential Conflict of Interest Certification included in this RFQ and submit it as part of the RFQ submittal. 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. SUBMITTAL FORMAT**

The RFQ response must be submitted by the date and time listed in the “Milestones” in this RFQ. The response shall contain no more than twenty-five (25) double spaced pages, typed on one side only, excluding appendices. Minimum font size shall be 12-point. 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 returned without further review/evaluation. 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. Ten (10) printed and bound copies and one (1) electronic copy in PDF format of the RFQ response are to be submitted to SCDOT.

**Responses shall be explained and identified within the twenty-five (25) 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.**

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), bridge contractor, and Work Zone Traffic Control contractor. 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.**

**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 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. ~~The Joint Venture documents shall identify the consent of surety and insurance underwriters to bond and insure the joint venture in accordance with the requirements of the RFP.~~ 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. Identify any special issues or problems that are likely to be encountered and how they will be addressed by your team.

- ii. 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.
- iii. Describe the approach to environmental coordination, right-of-way, utilities, public relations, 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.

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, Lead Design Engineer, 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 managing 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 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 and bridge structure design for the 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 experience and expertise in the design of highways and must include experience and expertise in the design of interstate and interstate interchange projects. Experience with system to system interchange design should be highlighted. The Lead Designer shall provide a list with a description of any and all interstate and interchange projects and shall specifically identify the level of work he/she performed on each project and year of completion. For each project listed, the Lead Design Engineer shall provide contact information, including telephone number, of the project owner and shall specify the type of work and percentage of work performed on each project.
    2. The Lead Design Engineer shall be in charge of and responsible for all aspects of the design of the Project (road, bridge, hydraulic analysis, seismic design, traffic, and geotechnical) subject to the direction of the Project Manager. The Lead Design Engineer shall be dedicated solely to the design of the Project shall have no other responsibilities on this project, and 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 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 experience in the design of roadway facilities with particular emphasis on interstate projects.
- iv. Traffic Engineer – The Traffic Engineer shall have a minimum of five (5) years of experience in traffic design to include operational and capacity analysis, signing, marking, staging and maintenance of traffic. The Traffic Engineer shall also have experience in the traffic design of interstate roadway facilities.
- v. Geotechnical Engineer - The Geotechnical Engineer shall have a minimum of five (5) years of experience and expertise in the design of bridge foundations with specific experience with ground modifications and improvements.
- vi. Right-of-Way Manager The firm providing right-of-way acquisition service shall be on the current SCDOT “On-Call List” for right-of-way consultants.
- vii. Environmental Manager/Permit Coordinator - The Environmental Manager/Permit Coordinator shall have a minimum of five (5) years of experience in the determination, coordination, and preparation of permits for transportation projects.

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).

The Environmental Manager/Permit Coordinator shall be responsible for the acquisition of permits, adherence to all environmental requirements and commitments, including erosion control inspections as required by NPDES and other environmental rules and regulations.

- c. **Construction Management Team:** The PROPOSER’s construction management team shall have experience and expertise in all phases of roadway and bridge construction. 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. Maintenance of Traffic Manager – The M.O.T. Manager shall be responsible for overseeing the implementation and day-to-day operation of the PROPOSER’s Maintenance of Traffic Plan. The M.O.T. Manager shall have a minimum of five (5) years of experience with the design and implementation of complex interstate Maintenance of Traffic.
- iii. 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 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.
- iv. 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.

**List names of and provide resumes for other key individuals that are considered critical to the success of this project in addition to those identified above.** Resumes should 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 and contact information for the owner’s representatives who can verify and discuss the individual’s participation in the project.

This information may be included in the appendices 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 and interchange improvements, and design build experience. List relevant interstate projects that the team has worked on and provide date of construction and owner information. 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 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.

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 and Consultant Evaluation Scores. 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?

#### 4. QUALITY CONTROL PLAN APPROACH

a. **Team Approach to Quality Control:**

- i. Describe the Team’s understanding of the Quality Assurance Program and the roles of the PROPOSER and the SCDOT for all aspects of design and construction of the project. Discuss compliance with required standards, testing laboratories, mix designs and material certifications processes.
- ii. Provide information describing how the QC responsibilities, including inspection and testing, will be performed on this project and how materials incorporated into the project meet or exceed contract requirements. **SCDOT intends to perform the Quality**



**Acceptance and Independent Assurance portions of the program in addition to the PROPOSER's QC Plan.**

- iii. Describe the interaction with SCDOT to ensure that acceptance of components will be accomplished in a timely manner.
- b. **Design Submittal Procedures:** 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.

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

## VIII. 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
<b>1. Team Structure and Approach</b>	
Organizational Makeup and Structure	6
Capacity and Resources of Overall Team	10
Project Approach	15
<b>2. Experience of Key Individuals</b>	
Project Manager	10
Design Engineering Team	15
Construction Management Team	15
<b>3. Past Performance of Team</b>	
Quantity of Past Performance	10
Quality of Past Performance	15
<b>4. Quality Control Plan Approach</b>	
Team Approach to Quality Control	2
Design Submittal Procedures	2
<b>Maximum Score</b>	<b>100</b>

## IX. 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.

## X. 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) highest rated PROPOSERS to respond to the Request for Proposals (RFP), unless SCDOT determines that a number greater than three 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.

## XI. 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](http://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 waives the opportunity for a debriefing. All unsuccessful proposals will be destroyed after the debriefings unless PROPOSER provides a written request for their return.
10. All PROPOSERS must visibly mark as "CONFIDENTIAL" each part of their submission that they consider to contain proprietary information the release of which would

constitute an unreasonable invasion of privacy. All unmarked pages will be subject to release in accordance with law. PROPOSER should be prepared, upon request, to provide justification of why such materials should not be disclosed under the South Carolina Freedom of Information Act, S.C. Code Section 30-4-10, et seq.

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.

## **XII. MILESTONES**

Advertise Request for Qualifications (RFQ).....	Monday, July 1, 2013
Deadline for Submittal of ten (10) printed copies and one (1) electronic copy (in PDF format) of Qualifications.....	Friday, August 2, 2013, (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, August 30, 2013
Issue RFP for Industry Review.....	Friday, September 13, 2013
Deadline for PROPOSERS to submit Comments/Questions.....	Friday, September 27, 2013
Issue Final RFP.....	October 2013
Preliminary ATC Submittals (Start Date).....	October 2013
Confidential RFP and ATC Questions submitted by PROPOSERS .....	November 2013
Confidential RFP and ATC One-on-One meetings with PROPOSERS.....	November 2013
Begin Formal ATC Process.....	November 2013
All ATC's SHALL be submitted prior to.....	November 2013
Submittal of Proposals.....	January 2014
Bid Opening (with team representatives present).....	January 2014
Notification of Selection.....	January 2014
Award/Contract Execution.....	Commission Mtg. Feb. 2014

# **XIII. 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