

North Carolina Department of Transportation



REQUEST FOR QUALIFICATIONS

EXPRESS DESIGN-BUILD

Division 6 Bridge Replacements (Multiple Contracts)

Replacement of Multiple Bridges in Division 6

Multiple Counties, North Carolina

October 1, 2018

Advertisement Date

Division 6 Bridge Replacements Request for Qualifications

PURPOSE OF REQUEST

The purpose of this Request for Qualifications (RFQ) is to solicit Statements of Qualifications (SOQs) from firms interested in providing services necessary for the replacement of bridges in multiple Counties in Division 6 hereinafter referred to as the “Projects”. The Division specific bridge replacements contained within the Projects are hereinafter referred to as “Individual Contracts”. At this time, it is estimated that approximately three to four bridges will be replaced with bridges as detailed in the Project Synopsis, in each of the Individual Contracts.

NCDOT will use a modified two step process to select a proposer with which to execute one or more contracts for the Projects. This RFQ and evaluation of the Statements of Qualifications from each interested Design-Build Team represents the first step in the process. **A separate Statement of Qualifications shall be submitted for each combination of Prime Contractor (or JV, LLC, etc.) and lead design firm.** Each Design-Build Team shall indicate in their Statement of Qualifications, in priority order, the Individual Contracts for which they wish to be considered. If a prime contractor wishes to be considered for fewer than three of the Individual Contracts, then that contractor shall so indicate this preference in their Statement of Qualifications.

For each Individual Contract, a prime contractor may only appear as the prime contractor (or member of a JV, LLC, etc.) in one Statement of Qualifications. This does not preclude that contractor from appearing in other Statements of Qualifications for that Individual Contract as a subcontractor to another prime contractor. A prime contractor may only appear as the prime contractor in multiple Statements of Qualifications if different lead design firms are proposed in each Statement of Qualifications and the Design-Build Teams do not propose on the same Individual Contract(s).

Similarly, for each Individual Contract, the lead design firm may only serve as the lead design firm in one Statement of Qualifications. This does not preclude that lead design firm from appearing in other Statements of Qualifications for that Individual Contract as a subconsultant to another lead design firm. A lead design firm may only appear as the lead design firm in multiple Statements of Qualifications if different prime contractors are proposed in each Statement of Qualifications and the Design-Build Teams do not propose on the same Individual Contract(s).

After evaluation of responses to the RFQ, a minimum of two and a maximum of five proposers will be invited to respond to each of two individual Requests for Proposals (RFP). Short-listing for all Individual Contracts will occur based on responses to this one RFQ.

The second step will include the issuance of a separate RFP for each Individual Contract and will conclude with the receipt of a Price Proposal from each of the short-listed proposers. The Individual Contracts will be Express Design-Build and therefore no Technical Proposals will be solicited. The award will be made based on the lowest Price Proposal.

At the Department’s discretion, an alternate short-listed team may be identified for each of the Individual Contracts. In the event one of the short-listed teams elects to no longer pursue an Individual Contract, the Department may elect to invite the alternate short-listed team to participate in that Individual Contract.

Division 6 Bridge Replacements Request for Qualifications

It is not the intention of the NCDOT to receive specific design or engineering recommendations in response to this RFQ. Proposers should limit their submittals to the information required by this RFQ, providing additional information regarding qualifications and experience of the proposer.

Throughout this RFQ, the terms Design-Build Team, Design-Build Proposer, Contractor, Bidder, Team, Firm and Company are synonymous and may include consortia, partnerships, joint ventures and others. Throughout this RFQ, the terms NCDOT, Department, Engineer and State are synonymous.

To ensure that information is distributed equitably to all short-listed Design-Build Teams, **all questions and requests for information shall be directed to the State Contract Officer through the Design-Build e-mail address (designbuild@ncdot.gov)**. This precludes any Design-Build team member, or representative, from contacting representatives of the Department, other State Agencies or Federal Agencies either by phone, e-mail or in person concerning the Design-Build Projects.

Proposer's attention is directed to the use of consulting engineer requirements in the Design-Build Policy and Procedures dated October 6, 2011. If a member of the proposer's team wishes to be granted an exception to this policy, then that team member should submit a letter to the Department requesting an exception. The letter should be addressed and submitted to Ron Davenport, PE, at the address given elsewhere in this document. If a firm was contracted to perform pre-hydraulic design reports, surveys, threatened and endangered species assessments, or geotechnical investigations for these Projects, an exception is hereby granted categorically to that firm and no letter will be required.

OVERVIEW

These Projects will replace multiple bridges. Approximately three to four bridges will be replaced in each of the Individual Contracts. The Design-Build website provides a list of these anticipated bridge replacement sites including an interactive vicinity map / satellite view of the sites. This Request for Qualifications serves to solicit responses for all of the Individual Contracts included in the synopsis. Based on the responses to this one Request for Qualifications, the Department will short-list Design-Build Teams for all of the Individual Contracts concurrently. Once the short-list of Design-Build Teams is determined based on the criteria outlined herein, a separate Request for Proposals will be created for each of the Individual Contracts.

Low impact bridges, as may be included in any contract, will be replaced largely consistent with the Sub Regional Tier Design Guidelines which may be accessed at:

<https://connect.ncdot.gov/resources/Structures/Pages/Structure-Resources.aspx>

Project services shall include but are not limited to:

- **Design Services** – completion of construction plans
- **Construction Services** – necessary to build and ensure workmanship of the designed facility.

Division 6 Bridge Replacements Request for Qualifications

- **Permits**– development of all documents for permits, as necessary
- **Right of Way** – acquisition of additional right of way, as necessary, to construct the Project.
- **Utility Coordination** – the coordination of all utility relocations necessary for construction. It is anticipated that the cost of utility relocations will be paid by the utility owners or the Department.
- **Construction Engineering Inspection** - CEI on all contracts will be performed by the Department or its agent.

Minimum criteria checklists or other environmental documents are being prepared by the Department and are anticipated to be complete by the letting of each Individual Contract.

STIPEND

A stipulated fee will be awarded to each short-listed Design-Build Team that provides a responsive Price Proposal. If a contract award is not made, all short-listed Design-Build Teams that provide a responsive Price Proposal shall receive the stipulated fee. Once award is made, or a decision is made not to award, unsuccessful Design-Build Teams will be notified of the opportunity to apply for the stipulated fee. For a list of the stipends for each Individual Contract, reference the project website. In the event that the Department suspends or discontinues the procurement process prior to the Price Proposal submittal date current at the time of the suspension, no stipulated fee will be paid.

SCOPE OF WORK

The scope of work for these Projects shall include design and construction. The designs shall meet the *AASHTO LRFD Bridge Design Specifications* as indicated in the Final RFP. Construction shall include, but not be limited to, minor roadway work and pavement replacement, drainage, erosion and sediment control, foundation design, substructure work and superstructure work. Construction will comply with *NCDOT Standard Specifications for Roads and Structures Edition, January 2018* and all applicable special provisions.

Areas of work required for the Projects shall include, but not be limited, to the following items:

1. Permits
2. Hydraulic Design
3. Roadway Design
4. Structure Design
5. Construction
6. Erosion and Sedimentation Control
7. Foundation Design for Structures and Roadway
8. Design and Construction Management
9. Construction Surveying
10. Supplemental Location and Surveying, as necessary
11. Right of Way Acquisition for Division 13, as necessary
12. Utility Coordination
13. Project Management

Division 6 Bridge Replacements Request for Qualifications

PREQUALIFICATION REQUIREMENTS

All firms shall be prequalified by the Department for the work they are identified to perform. Design firms and Natural Systems firms are prequalified by the particular office doing the work. If the work is to be done by an office other than the one that is prequalified, it will be necessary to have that office prequalified.

Prior to the deadline for the SOQ submittal, all prime contractors and design firms shall be prequalified with the Department.

All Joint Ventures, LLCs, or any legal structure that are different than the existing prequalification status must be prequalified prior to the submittal deadline for Price Proposals. Construction subcontractors need only be prequalified prior to performing the work.

QUALIFICATIONS AND EXPERIENCE

The NCDOT will evaluate the qualifications, experience and capabilities of each Proposer according to the criteria contained herein. Listed below are the required items to include in a Statement of Qualifications (SOQ) from the proposing Design-Build Team. Also noted are the maximum lengths of each item.

Item	Maximum Pages
A. Introductory Letter	1
B. Evaluation Criteria	6
1. Project Understanding & Approach	
2. Design-Build Project Team	
3. Proposer's Capabilities	
4. Quality Program	
5. Safety Program	
C. Supportive Material (May include charts, graphs, etc.)	2
D. Design-Build Proposer's Information Form (Complete the form attached or a facsimile thereof and include as part of your submittal.)	1
<hr/>	
Total	10 pages

A page shall be 8 ½" X 11", printed on one side. Throughout the entire Statement of Qualifications, no specific font size or line spacing is required. However, all aspects of the Statement of Qualifications, including but not limited to the narrative, tables, charts and graphics, should be clearly legible.

Division 6 Bridge Replacements Request for Qualifications

If dividers are used and contain specific project related information they will be counted as pages. Fold out pages will not be permitted.

Submissions exceeding the page limitations outlined above may be rejected and the Design-Build proposer will be notified in writing of the reason(s) for the rejection.

ADJECTIVAL EVALUATION OF CRITERIA

All SOQ criteria will be evaluated on an adjectival basis, resulting in a determination of an overall Exceptional, Good, Acceptable or Unacceptable (E, G, A or U, respectively) rating for each prospective Design-Build Team. Evaluators may also assign a “+” or “-“ to any of the foregoing adjectival ratings. Those categories denoted as primary selection criteria will carry the most weight during the evaluation process. Those categories denoted as secondary selection criteria may also be used to further differentiate the overall evaluation of the Statements of Qualifications.

EXCELLENT ~ The Proposer has provided information relative to its qualifications which is considered to significantly exceed stated objectives / requirements in a beneficial way and indicates a consistently outstanding level of quality. There are essentially no weaknesses.

GOOD ~ The Proposer has presented information relative to its qualifications which is considered to exceed stated objectives / requirements and offers a generally better than acceptable level of quality. Weaknesses are minor, but more significant than the exceptional level, as defined above.

ACCEPTABLE ~ The Proposer has presented information relative to its qualifications, which is considered to meet the stated objectives / requirements, and has an acceptable level of quality. Weaknesses are moderate, but correctable.

UNACCEPTABLE ~ The Proposer has presented information relative to its qualifications that contains significant weaknesses and / or deficiencies and / or unacceptable level of quality. The SOQ fails to meet the stated objectives and / or requirements and / or lacks essential information and is conflicting and / or unsupportive. Weaknesses / deficiencies are so major and / or extensive that a major revision to the SOQ would be necessary and / or are not correctable.

A determination that a Proposer’s SOQ is “acceptable”, “good” or “excellent” in no way implies that the Proposer will be included as a short-listed Design-Build Team.

Division 6 Bridge Replacements Request for Qualifications

SUBMITTAL AND CONTENTS OF SOQ

Statements of Qualification must be submitted in a sealed package. The outer wrapping shall clearly indicate the following information:

DESIGN-BUILD QUALIFICATIONS FOR DIVISION 6 BRIDGE REPLACEMENTS

Twelve (12) copies of the Statements of Qualification shall be delivered to Mr. Ronald E. Davenport, Jr., no later than **4:00 p.m. on October 23, 2018**. Hand delivery or delivery by private delivery service is highly recommended. Please deliver to:

Mr. Ronald E. Davenport, Jr., PE
NCDOT-Contract Standards and Development
Century Center – Building B
Entrance B2
1020 Birch Ridge Drive
Raleigh, NC 27610

If any team member, including an individual, design firm or contractor, identified in the Statement of Qualification changes, the Design-Build Team shall notify the Department in writing immediately. The Team shall present to the Department the name of the individual, contractor and / or firm that will replace the entity that left the Team. The Department reserves the right to evaluate the new team members and reject the proposed revision to the Design-Build Team.

The following describes more specifically, the content of each part:

A. INTRODUCTORY LETTER

The introductory letter should be addressed to the State Contract Officer.

This introductory letter should include:

- An expression of interest in being selected for the Projects.
- A statement detailing the legal structure of the Design-Build project team and / or consortium of firms.
- A statement clearly indicating which Individual Contracts, in priority order of consideration, for which the Statement of Qualifications is submitted.
- A statement acknowledging that all prime contractor(s) (individually) and design firms are currently prequalified with NCDOT.
- A statement that the Design-Build proposer will comply with the NCDOT's policy on MBE/WBE requirements for this contract.

Division 6 Bridge Replacements Request for Qualifications

B. EVALUATION CRITERIA

1. Project Understanding and Approach

Primary Selection Criterion

This criterion relates to the Design-Build proposer's basic or preliminary understanding of the Projects. Major elements of the design and construction process should be briefly addressed.

- Discuss generally the risk factors surrounding this type of work and how you may elect to address these issues.
- Provide a description of your approach to the work, including design and construction sequencing, road closures, coordination of subcontractors, number of bridges that may be constructed simultaneously, etc.

2. Design-Build Project Team

Primary Selection Criterion

This criterion relates to the Primary proposer and key members of the proposing team. Comment on how well each individual's qualifications, experience and time allocation relate to the specific Projects proposed.

- Describe the organizational structure of the project team and how each partner fits into the structure. An organizational chart is recommended.
- Identify the prime contractor(s), the design firm(s), and the following key personnel:
 - Design-Build Project Manager: Individual who (1) will be responsible for ensuring that adequate personnel and other resources are made available for the Projects; (2) will handle contractual matters, and (3) will be ultimately responsible for the quality and timeliness of the Design-Build Team.
 - Construction Project Manager: Individual who will actively manage the construction of the Projects.
 - Hydraulics Lead Designer and support staff
 - Structures Lead Designer and support staff
- For each of the above individuals, briefly describe their experience and qualifications to complete the Projects.
- Outline your plan to address diversity through the utilization of MBE/WBE subcontractors.
- List all Small Professional Service Firms that are included on the Design-Build Team and include their intended role.

3. Proposer's Capabilities

Primary Selection Criterion

This criterion relates to the Design-Builder's capabilities regarding the Projects.

- Discuss recent relevant experience of the proposer. Projects listed should be similar in nature to the current Projects. All prime contractors and design firms are expected to have performed satisfactorily on previous projects.

Division 6 Bridge Replacements Request for Qualifications

- List major projects that have resulted in the assessment of liquidated damages against the prime contractor(s) over the last five years in North Carolina due to a delay in substantial completion or final completion of a project.
- List all Notice of Violations (NOVs) received in North Carolina by the prime contractor(s) in the last five years.
- Indicate the resources that will be made available, and from what source, to perform the work for the Projects. Demonstrate that appropriate resources will be committed to perform the work.
- Describe the current NCDOT bridge construction workload for the prime contractor(s) identifying all bridge projects currently under contract. A table of projects will suffice and it is recommended, but not required, that this information be provided in the Supportive Materials Section. The workload discussion need not include projects where the contractor(s) is currently short-listed for another Design-Build project under procurement.

4. Quality Program

Secondary Selection Criterion

This criterion relates to the Design-Build Team's quality management capabilities regarding the Projects.

- Identify the lead person responsible for overall quality on the Projects.
- Identify prime contractor's policies and / or procedures for quality control in design and construction phases, including the control of subcontractors, suppliers, and producers.
- Describe any significant quality control issues experienced on NCDOT bridge construction in the last five years and how those issues will be addressed for the Projects.

5. Safety Program

Secondary Selection Criterion

This criterion relates to the Design-Build Team's safety program regarding the Projects.

- Identify the lead person responsible for safety on the Projects.
- List the Design-Build Team's experience modification rate for the three (3) most recent years. It is recommended, but not required, that this information be provided in the Supportive Materials Section.

MINORITY AND WOMEN BUSINESS ENTERPRISES

The NCDOT is committed to complying with the North Carolina General Statute 136-28.4 with respect to disadvantaged minority-owned and women-owned business enterprises for state funded projects and supporting Disadvantaged Business Enterprise (DBE) firms on federally funded projects. A MBE/WBE construction goal will be set forth in the Request for Proposals.

Division 6 Bridge Replacements Request for Qualifications

SMALL PROFESSIONAL SERVICES FIRMS

Utilization of Small Professional Services Firms (SPSF) is encouraged in the Projects. While no specific goals exist in terms of SPSF usage, the inclusion and extent of Small Professional Services Firms on a proposing Design-Build Team will be examined as part of the evaluation criteria as noted above.

A searchable list of SPSF may be found at the following website:

<https://partner.ncdot.gov/VendorDirectory/search.html?s=cert&a=new>

GENERAL INFORMATION

The NCDOT reserves the right, at its sole discretion, to either proceed no further with the overall RFQ process, or each Individual Contract, or to re-advertise the Projects in whole or in part in another public solicitation.

The NCDOT reserves the right to add, delete, or replace anticipated bridge replacement sites at any time during this procurement. Such addition, deletion, or replacement will not be made arbitrarily but will be done in the event that funds are not available or that specific site issues arise that render a particular site inappropriate or problematic for this procurement.

The NCDOT reserves the right to accept or reject any and all responses and / or discontinue the selection process at any time prior to contract execution. In the event that the Department suspends or discontinues this procurement prior to the Price Proposal submittal dated current at the time of the suspension, no stipulated fee will be paid.

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

The NCDOT reserves the right to request or obtain additional information about any and all responses to the RFQ. NCDOT may also issue addenda to the RFQ which will be provided to all RFQ holders.

The prime proposer must perform at least 30% of the work.

Proposers are encouraged to familiarize themselves with the North Carolina Public Records Act, North Carolina General Statute § 132-1 et seq. In the event the Proposer submits any documents which the Proposer believes are not subject to disclosure pursuant to the aforementioned Act, it must conspicuously mark each document “CONFIDENTIAL” or “CONFIDENTIAL TRADE SECRETS”. All unmarked pages will be subject to release in accordance with the North Carolina Public Records Act. Proposers should be prepared, upon request, to provide justification of why any or all marked materials should not be disclosed under the aforementioned Act.

All questions must be directed to Mr. Ronald E. Davenport, Jr., PE via the Design-Build email address at designbuild@ncdot.gov. When making requests by email, it is advisable to request a return receipt for your records.

Division 6 Bridge Replacements Request for Qualifications

Timeline for Design-Build Team Selection Process

The timeline for the first step of these procurements will be posted at:

<https://connect.ncdot.gov/letting/Pages/Design-Build.aspx>

All proposers are encouraged to regularly visit the above website for changes in the timeline for this first step of the procurement. Once the short-list is announced for each of the Individual contracts, a separate website will be created for Step 2 for each of the separate procurements. These timelines will also be accessible through the above website.

Division 6 Bridge Replacements Request for Qualifications

DESIGN-BUILD PROPOSER'S INFORMATION FORM

Division 6 Bridge Replacements

*** The person indicated here will receive all RFP's, correspondence, and other information provided by the Department to the short-listed teams. Include email addresses.**

*CONTACT PERSON	_____
DESIGN-BUILD TEAM:	_____
ADDRESS:	_____

CITY, STATE, ZIP:	_____
TELEPHONE:	_____
FAX NUMBER:	_____
EMAIL ADDRESS:	_____

CONTACT PERSON	_____
DESIGN-BUILD TEAM:	_____
ADDRESS:	_____

CITY, STATE, ZIP:	_____
TELEPHONE:	_____
FAX NUMBER:	_____
EMAIL ADDRESS:	_____