

# **REQUEST FOR QUALIFICATIONS**

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

**Metro Region**

**Construction Manager/General Contractor Project**

**I-94 Modernization Commercial/Industrial Demolition**

**Job Numbers: 130848B1, 130848B2**

**Control Section: 82025**

**Addendum 1**

**August 25, 2021**



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# 1 INTRODUCTION

The Michigan Department of Transportation (MDOT) is requesting Statements of Qualifications (“SOQs”) from entities (“Submitters”) interested in submitting proposals for Construction Manager / General Contractor (CMGC) services for pre-demolition work and the demolition of commercial and industrial properties associated with the I-94 Modernization Project (the “Project”). There are approximately 20 commercial and industrial parcels within the project footprint that require demolition. 20 of these properties are currently anticipated to be included in this contract. The project area is generally along the I-94 corridor between I-96 and Connor Avenue, in the City of Detroit. The Project will be funded with state and federal-aid dollars thereby requiring the Submitters adhere to all pertinent federal, state and local requirements. MDOT has concluded that harnessing private-sector expertise and input through a collaborative CMGC approach is the best way to ensure cost-effective and expedited delivery of this Project to meet the Project goals.

## 1.1 Procurement Process

MDOT intends, through this procurement, to enter into a Contract with up to two CMGC Contractors that will result in cost-effective and expedited completion of all elements of the Project. The Contract will obligate the CMGC to perform the Pre-Demolition services outlined in Section 3.2 and be responsible for the final demolition of the project if an agreement on price is reached. This Request for Qualifications (RFQ) is issued to solicit information, in the form of SOQs, that MDOT will evaluate to determine which Submitters are most qualified to successfully deliver the Project.

The purpose of utilizing this innovative delivery method is to benefit the public and Project by:

- Providing an expedited demolition schedule.
- Effectively dealing with complex environmental issues in a timely manner.
- Engaging in the early coordination with utility and railroad companies located in the project area.
- Engaging the CMGC Contractor early in the demolition phase of the project, to review test results, to employ effective means and methods for demolition and demolition-related work planned.
- Ensuring the technical feasibility and demolition process planned for each parcel’s scope of work by having it reviewed by an experienced team familiar with demolition operations.
- Minimizing adverse impacts to residents, businesses, and the travelling public.
- Facilitating enhanced communication with area businesses and residents.

MDOT staff, with the assistance of the MDOT Acquisition and Demolition Owner’s Representative Consultant (ADORC) are in the process of acquiring the properties needed for this project and preparing them for demolition. MDOT will procure a separate Independent Cost Estimator (ICE), with whom MDOT, ADORC and the CMGC will collaborate with throughout the design phase of the Project. The CMGC is expected to perform the pre-demolition services outlined in section 3.2, including evaluation of parcels to identify and minimize risks and to provide demolition plans, environmental mitigation strategies, cost estimates, and recommendations to improve any aspect of the project. The demolition phase includes removal of parcel improvements as specified by MDOT, asbestos abatement and disposal, and potentially the removal, disposal and remediation of environmental and/or hazardous waste.

After the salient information for each parcel is developed and assembled, the selected CMGC will prepare and submit a Construction Services Cost Proposal (CSCP) in accordance with Section 3.3 in order to begin final price negotiations. Subject to a successful price negotiation with MDOT, the CMGC will be awarded the demolition of that specific parcel and will be responsible to complete the demolition and other specified work while performing at least 40 percent of the work. The remaining portion of work may be completed by subcontractors. If an acceptable Construction Service Cost Proposal cannot be reached, the demolition of the parcel will be negotiated with another CMGC or advertised following MDOT’s normal design-bid-build process.

By submitting a Statement of Qualifications (SOQ), Submitters agree to be bound by the requirements outlined in this Request for Qualifications (RFQ), be held to any commitments made in a submitted SOQ and shall satisfy all requirements developed during the design phase of the Project. Failure of the Submitter to meet these

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requirements may result in rejection of the CMGC process, and the Project may be advertised following MDOT’s normal design-bid-build process.

## 1.2 Project Goals

The following goals have been established for the demolition phase of the Project:

- A. Find effective means and methods to ensure that each parcel has:
  - i. All property improvements removed as specified by MDOT.
  - ii. All property improvements removed within the required timeframes.
  - iii. All asbestos is properly abated and disposed of to appropriate standards and in accordance with all applicable regulations.
  - iv. All environmental hazards are fully remediated in a manner consistent with each parcel’s Due Care Plan and appropriate regulatory guidelines/rules/standards.
- B. Engage the local community, businesses and public in order to limit the impacts from the project.
- C. Utilities – Provide close coordination with affected utility companies to minimize impacts to existing facilities and to ensure timely delivery of all parcels.
- D. Maximize Disadvantaged Business Enterprise (“DBE”) participation
  - i. Develop and implement a DBE Engagement Plan that achieves the DBE goal for the Project.
- E. Minimize environmental impacts.
  - i. Avoid or minimize impacts within environmentally sensitive areas.
- F. Safety
  - i. Provide a safe Project area for the traveling public and workers during execution of the Project
  - ii. Provide a solution consistent with current MDOT, FHWA, EGLE, OSHA and LARA practices, guidelines, policies, and standards.
- G. Budget - Complete the Project within MDOT’s established budget.
- H. Meet Project schedule

Failure to address or determine the means to accomplish these goals during the pre-demolition phase may lead to the Project being advertised by MDOT’s traditional design-bid-build process instead of having the project constructed by the selected CMGC.

## 2 BACKGROUND INFORMATION; RFQ PROCESS

### 2.1 Project Description; Scope of Work

The Project is located along I-94 in the City of Detroit, Wayne County, and includes the removal of buildings and other improvements on commercial and industrial properties, utility coordination, railroad coordination, asbestos abatement, site restoration, and potentially the removal, disposal and remediation of environmental and/or hazardous waste materials. After the Pre-Demolition Phase is awarded, all properties may not be available for immediate access or demolition. Once MDOT has access to a parcel, work including environmental testing, hazardous material surveys and additional property evaluations will begin. The CMGC’s work on pre-demolition services will occur both prior to and after MDOT gains access to a parcel. Properties will be released to the CMGC for demolition activities after MDOT has the property rights necessary to perform demolition work and the pre-demolition work is completed on each parcel.

Utilities include, but are not limited to the following:

- DTE Gas
- DTE Electric
- Detroit Water and Sewerage Department (DWSD)
- Great Lakes Water Authority (GLWA)
- AT&T
- Comcast
- Detroit Thermal
- Crown Castle
- International Transmission (ITC) – Transco
- MCI-Verizon
- City of Detroit Public Lighting Authority (PLA)
- Wide Open West
- Lumen
- Everstream
- T-Mobile

Depending on the location of a parcel, coordination may be needed with the following railroad interests that are located within the project area:

- Conrail
- Adrian Blissfield Railroad
- Canadian National Railroad

The Project scope encompasses 2 project numbers and 1 control section as follows:

**JN 130848B1, 130848B2**

**CS 82025**

Project information and data is included in attachments as follows:

- Attachment A – Anticipated Parcel Packages\*\*

\*\*It is expected that one parcel package will be assigned to each selected CMGC.

- Attachment B – (Not Used)

### 2.2 Project Schedule

MDOT anticipates carrying out the procurement process contemplated hereby in accordance with the following schedule:

Issue RFQ	August 10, 2021
Deadline for submitting RFQ questions	August 30, 2021, 4:00 pm EST
SOQ due date	September 7, 2021, 4:00 pm EST
Evaluation of SOQs	September 7-21, 2021
Notification of Selection	September 22, 2021
Pre-Construction Services Contract Award	January 2022
Construction Services Contract Award/Begin Demolition	February 2022*

Anticipated Demolition Completion

December 2029\*\*

\* Start date will be determined during the design phase of the project in order to meet the required completion dates.

\*\* Due to the extended duration of the I-94 Modernization project, the CMGC contract terms may be extended beyond the CMGC contract completion date as needed.

## 2.3 Inquiries and General Information

Information regarding this RFQ, including addenda to the RFQ, questions and answers, and project specific information, will be posted at the following website: [MDOT - Innovative Contracting \(michigan.gov\)](http://MDOT - Innovative Contracting (michigan.gov)) at [MDOT - I-94 Modernization Commercial/Industrial Demolition \(CMGC\) \(michigan.gov\)](http://MDOT - I-94 Modernization Commercial/Industrial Demolition (CMGC) (michigan.gov)).

In order to facilitate receipt, processing and response, all questions regarding the Project shall be submitted by e-mail to the MDOT Innovative Contracting Project Manager listed below by the date indicated in Section 2.2. The employees and representatives of the Submitter may not contact any MDOT staff (including members of the selection team) other than the MDOT Innovative Contracting Project Manager, or their designee, to obtain information on the Project. Such contact may result in disqualification.

MDOT may make edits in addenda to this RFQ in response to clarification requests. Alternatively, MDOT may respond to those questions that MDOT deems to be material and not adequately addressed through potential addenda to the RFQ. MDOT will post any such responses and/or addenda to this RFQ on the MDOT Innovative Contracting website.

Proposers are responsible for monitoring the Project Webpage for information concerning this procurement.

### **MDOT Innovative Contracting Project Manager**

James Ranger, P.E.

Michigan Department of Transportation, Innovative Contracting Unit

E-mail: [rangerj@michigan.gov](mailto:rangerj@michigan.gov)

### ***Addenda to the RFQ:***

MDOT reserves the right to revise this RFQ at any time before the SOQ due date. Such revisions, if any, will be announced by addenda and posted on the MDOT Innovative Contracting website. Submitters are responsible for monitoring the MDOT Innovative Contracting website for information concerning this procurement as teams responding to this RFQ will be required to acknowledge in Attachment E, Submitter Introduction Form, that they have received and reviewed all Addenda posted thereon.

### ***News Releases:***

Any news releases pertaining to this RFQ or the services, study, data or project to which it relates will not be made without prior written MDOT approval, and then only in accordance with the explicit written instructions from MDOT.

### ***Observers During Evaluation:***

Submitters are advised that observers from federal or other agencies affected by the Project and local governmental entities, may observe the SOQ evaluation process and will have the opportunity to review the SOQs after the SOQ Due Date.

### ***Disclosure:***

All information in a Submitter's SOQ and any contract resulting from this RFQ are subject to disclosure under the provisions of the "Freedom of Information Act," 1976 Public Act No. 442, as amended, MCL 15.231, et seq.

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## 2.4 Prequalification

The Submitter must meet the following prequalification requirements:

- G: BUILDING MOVING AND DEMOLITION

Teams are preferred to have a minimum prequalification rating of 7,500. If a CMGC is selected that has a limit below 7,500 G, the work assigned is not anticipated to exceed their prequalification rating limit.

Anyone wishing to perform construction/demolition work on MDOT projects must be prequalified.

Information and forms to become construction prequalified are located at:

[http://www.michigan.gov/mdot/0,4616,7-151-9625\\_21539\\_21545---,00.html](http://www.michigan.gov/mdot/0,4616,7-151-9625_21539_21545---,00.html)

## 2.5 Major Participants

As used herein, the term “Major Participant” means any of the following entities: all general partners or joint venture members of the Submitter; all individuals, persons, proprietorships, partnerships, limited liability partnerships, corporations, professional corporations, limited liability companies, business associations, or other legal entity however organized, holding (directly or indirectly) a 30% or greater interest in the Submitter; and any subcontractor(s) that will perform work valued at 30% or more of the overall contract amount.

## 2.6 Project Team

The Project Team, as referenced herein, is composed of MDOT staff, the ADORC, the ICE, the CMGC, potentially key subcontractors to the CMGC, and any additional Project stakeholders.

MDOT has retained the following consultants to prepare the design: Beam, Longest and Neff, LLC (ADORC)

## 2.7 Conflicts of Interest

The Submitter shall include a full disclosure of all potential organizational conflicts of interest in the SOQ.

The Submitter shall complete a Conflict of Interest Statement (See Attachment C) certifying that they have read and understand MDOT’s policy regarding conflict of interest and that each Major Participant has done the same. The Submitter shall certify that they and each Major Participant have no conflict of interest with the Project. If there is a conflict with the Project, then the Submitter needs to describe the conflict.

The Submitter agrees that, if after award, an organizational conflict of interest is discovered, the Submitter shall make an immediate and full written disclosure to MDOT that includes a description of the action that the Submitter has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, MDOT may, at its discretion, cancel the CMGC contract for the Project. If the Submitter was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to MDOT, MDOT may terminate the contract for default.

MDOT may disqualify a Submitter if any of its Major Participants belong to more than one submitting team.

## 2.8 Changes to Organizational Structure

All changes in Key Personnel or a Major Participant from the selected CMGC’s SOQ during the pre-construction or construction phase of the Project shall be approved by MDOT in writing by submitting Form 5100G. It is expected that Key Personnel presented in the SOQ will be available for the duration of the project. MDOT may revoke an awarded contract if any Key Personnel or Major Participant identified in the SOQ is removed, replaced or added without MDOT’s prior written approval. To qualify for MDOT approval, the written request shall document that the proposed removal, replacement or addition will be equal to or better than the Key Personnel or Major Participant provided in the SOQ. MDOT will use the criteria specified in this RFQ to evaluate all requests. Form 5100G Changes in Key Personnel shall be submitted to MDOT’s Innovative Contracting Project Manager as identified in Section 2.3 (Forms can be found at this website: <https://mdotjboss.state.mi.us/webforms/WebFormsHome.htm>).

## 2.9 Federal Requirements

Submitters are advised that the Project will be eligible for federal-aid funds. Therefore, the procurement documents and the Contract shall conform to requirements of applicable federal law, regulations and policies. MDOT anticipates that certain federal procurement requirements will apply, including but not limited to Equal Opportunity requirements (Title VI of the Civil Rights Act of 1964, as amended), requirements applicable to DBEs (Title 49 Code of Federal Regulations Part 26, as amended), Small Business requirements (United States Code Sections 631 et seq.), Buy America requirements (49 Code of Federal Regulations Part 661) and Davis-Bacon wage rates. MDOT reserves the right to modify the procurement process described herein to address any concerns, conditions or requirements of federal agencies, including the Federal Highway Administration (“FHWA”). Proposers shall be notified in writing via an addendum of any such modifications.

## 2.10 Equal Employment Opportunity

The Submitter will be required to follow both State of Michigan and Federal Equal Employment Opportunity (EEO) policies.

## 2.11 Disadvantaged Business Enterprises

It is the policy of MDOT that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, and other small businesses shall have the maximum feasible opportunity to participate in contracts financed in whole or in part with public funds. Consistent with this policy, MDOT will not allow any person or business to be excluded from participation in, denied the benefits of, or otherwise be discriminated against in connection with the award and performance of any U.S. Department of Transportation (DOT)-assisted contract because of sex, race, religion, or national origin. MDOT has established a DBE program in accordance with regulations of the DOT, 49 CFR Part 26. In this regard, the Submitter will take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBEs have the maximum opportunity to compete for and perform the contract.

MDOT anticipates that the Pre-Demolition services will have a **DBE goal of 0%**.

Construction services DBE Percentage and goals for minority and women will be determined during the pre-construction phase. It is anticipated the DBE goal will be between 6% and 8%.

## 3 SCOPE OF SERVICES

### 3.1 Responsibility

The CMGC is being selected early in the project to join the Project Team. The CMGC is expected to provide the Project Team with demolition expertise and technical experience to assist in project decision-making, ensure the technical challenges are addressed, and provide input on items affecting demolition costs, schedule, constructability and market conditions.

### 3.2 Phase 1 – Pre-Demolition Services

The CMGC shall consult with the Project Team during the pre-demolition phase in order to develop, implement, and maintain a spirit of cooperation and open communication among the parties so that the goals and objectives of each are clearly understood, potential problems are resolved promptly, and upon completion, the Project is deemed a success by all. The Pre-Demolition Services Fee is described in Section 7.1. The CMGC shall deliver pre-demolition services by performing the following:

- Review and analyze parcel-specific information to identify and minimize demolition schedule risks.
- Review parcel-specific documents and reports and offer suggestions with respect to the means and methods, maintaining traffic concepts, and sequencing and staging to improve efficiency and cost effectiveness.
- Review the parcels with MDOT and ADORC within two weeks of award of the contract and at various intervals throughout the contract duration.

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- Provide input to the Project Team regarding current construction/demolition industry practices, labor market, and equipment availability.
  - Provide subcontractors, if applicable, with expertise in certain aspects of the proposed work.
  - Notify the MDOT Project Manager, in writing, of all problems, conflicts, and/or deficiencies identified during review of the parcel-specific information.
  - Assist the MDOT Project Manager and Project Team in resolving problems, conflicts, and/or deficiencies identified during review of the parcel-specific information.
  - Provide demolition estimates, and supporting documentation if requested, when the appropriate amount of information is available for each parcel. Unless otherwise approved by MDOT, the estimates will provide a unit price on standard MDOT pay items. If items of work cannot be estimated at these stages, provide a report of what the items are, the reasons a price cannot be established, and factors which will impact the pricing.
  - Provide a written report of items MDOT should consider to improve any aspect of the project. These reports shall be submitted for each parcel, and within a time frame specified by MDOT (typically within 3 working days of the initial request).
  - Develop a preliminary Schedule of Values. At a minimum, the Schedule of Values must incorporate the below items unless otherwise approved by MDOT. If proposed, other payment mechanisms will be considered for approval.
    - Be described, in writing, with sufficient detail of the specific work included in the Schedule of Values Item and the limits of the Schedule of Value items so it can be accurately performed, tracked, invoiced and paid.
    - Identification of when payment can be requested and payment can be made.
    - Identify the estimated dollar value associated with the Schedule of Value Item.
    - Be able to be identified in a CPM Schedule.
  - Provide a coordination letter that states assumptions including the breakdown/distribution of indirect costs, personnel (crew size, shift length), equipment and rates (e.g. blue book rates), materials including sales tax, subcontracts, and any other considerations (inflation, contingency, etc.)
  - Provide a QA/QC document to MDOT within 2 weeks of award of the pre-demolition phase. This document should provide details on how the CMGC will review the plans, perform quantity take offs, perform constructability reviews, help identify and mitigate utility conflicts, make recommendations, etc.
  - Develop a baseline CPM schedule for commercial and industrial parcels during pre-demolition phase using software agreed to by MDOT. Baseline schedules shall be included with the Construction Services Cost Proposal (CSCP) submittal for each parcel. CPM schedules will not be required for parcels that only require billboard demolition.
  - Provide a final review and evaluation of the final parcel documents. Provide a written final review of the parcel documents to demonstrate that have been reviewed and are reasonable and accurate to complete the demolition of the parcel improvements.
  - Provide staff to assist in the preconstruction phase that will be active and have a lead role in the field during demolition of the parcel improvements.
  - Work with MDOT to develop a communication plan within 7 days after the authorization to proceed with pre-construction services. The communication plan should clearly demonstrate how the CMGC and MDOT will work to convey information and establish a clear line of communication. The plan should also demonstrate how the CMGC and MDOT plan to include all parties with interest in the project, including, but not limited to the public, private utilities, and businesses. The plan will serve as the baseline for communication and be followed for both the pre-construction services and services during construction.
  - The CMGC should expect to attend coordination meetings with the Project Team. The expected meetings are as follows:
    - Preconstruction Meeting (1 for the entire Project)
    - Regulatory/Permit Meetings (2 for the entire Project)
    - Initial Parcel Review Meetings (2 for the entire Project)
    - Parcel-Specific Review Meetings (4 for each Parcel)
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- Environmental Review Meetings (4 for each Parcel)
- Preliminary Cost Review Meetings (2 for each Parcel)
- CSCP Negotiation Meetings (3 for each Parcel)
- Project Update Meetings (1 each Month during active Pre-Demolition and/or Demolition activities)

### 3.3 Construction Services Cost Proposal (CSCP)

The CMGC shall submit a Construction Services Cost Proposal (CSCP) for each parcel when MDOT determines all necessary information has been obtained and it has been provided to the CMGC. The CSCP includes all costs to complete the demolition work on a parcel. All costs associated with developing and negotiating the CSCP is included in the Pre-Construction Service Fee. The CSCP can include three possible payment methods areas; a Guaranteed Maximum Price (GMP), Adjustable Work, and possibly Contingency items.

The GMP contains all items that will be paid based on an agreed upon unit price. The quantity of the work items included in the GMP may increase or decrease as the project is built, however, there will not be an increase in price to the GMP unless there is a scope change that significantly changes the scope of work. The GMP will not be exceeded without approval from the MDOT Project Manager, and only by a written work order. All costs or expenses in excess of the GMP shall be borne by the CMGC, unless adjusted by a previously approved written work order.

Adjustable Work includes items of work that are paid based on an agreed upon unit price and actual quantities placed during construction. This work shall be used to mitigate significant risks that cannot be accurately quantified during the design.

Contingency items, if used, are used to compensate the contractor for items that cannot accurately be identified and quantified during the design phase.

The CMGC should expect several rounds of negotiations to arrive at an agreed upon Construction Services Cost Proposal. Negotiation meetings will primarily occur with staff from the CMGC, MDOT's Project Manager, MDOT Construction Engineer, MDOT Innovative Contracting Unit Staff Engineer, and FHWA Area Engineer. Additional people, including the ADORC and the ICE, may be brought into the negotiations if it is agreeable by the CMGC and MDOT.

The CSCP shall include:

- Adjustable Work that may be paid based on an agreed upon unit price and actual quantities.
- Guaranteed Maximum Price (GMP) proposal, including all overhead and profit considered within specified pay items; as well as any subcontracted work. Description of all other inclusions to, or exclusions from, the GMP, including all assumptions and clarifications
- Possible contingency items.
- Lump Sum item costs (i.e.: mobilization, minor traffic devices, etc.) shall be detailed and include breakouts of what the costs include. These breakouts shall detail the costs for the prime and sub-contractors (i.e.: personnel established, expenses, bonding amounts, etc.)
- Construction/demolition schedule showing the proposed start and finished dates and any significant milestones.
- Contractor Quality Control Plan.
- Clarification of understanding of applicable EPA/EGLE requirements including adherence to the soil erosion and sedimentation control plan requirements.
- Disadvantaged Business Enterprise (DBE) participation description, if participation is required.

The CMCG shall make available all cost and budget estimates, including bid documents and bidding software files to MDOT.

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The CMGC is expected to solicit at least three bids on work that will be subcontracted.

If the MDOT Project Manager and the CMGC cannot agree on a Construction Services Cost Proposal, MDOT reserves the right to terminate the CMGC services without penalty or payment, except payment for Pre-Construction Services, and to proceed with traditional design-bid-build or other non-traditional delivery methods. Any information provided by the CMGC during the Pre-Demolition phase will be used to develop the plans and specifications for the letting. Additional information such as meeting minutes, correspondence and other submittals provided during the Pre-Demolition phase may be provided to bidders if a price cannot be reached

### **3.4 Demolition Phase Contracting**

The contracting process for this project will differ from traditional CMGC contracts. MDOT will enter into a master demolition contract with each selected CMGC following Pre-Demolition Services negotiations. Individual parcel packages will then be assigned, negotiated, and authorized to the CMGC from the master contract.

### **3.5 Phase 2 – Demolition Services**

The CMGC shall, once the Construction Service Cost Proposal is approved:

- Perform all demolition work, bid any remaining sub-contractor work, and manage all demolition related contracts while meeting the DBE, if required, and other requirements.
- Execute the Quality Control Plan.
- Bond and insure the construction.
- Address and adhere to all federal, state, and local permitting and environmental requirements.
- Maintain a safe clean and well-organized work zone work site.
- Directly perform, with their own forces, the required percent of all demolition work specified in Section 1, excluding any identified specialty items.
- Substantially complete the demolition(s) no later than the date(s) specified by MDOT. The substantial completion date(s) will be determined at a later time.
- In the event that the contract is terminated after the award of the demolition phase to the CMGC, the termination procedures in the 2020 MDOT Standard Specifications for Construction shall be followed.

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## 4 CONTENT OF STATEMENT OF QUALIFICATIONS

This section describes specific information that shall be included in the SOQ. SOQs shall follow the outline of this Section. Submitters shall provide brief and concise information that addresses the requirements of the Project consistent with the evaluation criteria described in this RFQ. SOQs shall be submitted exclusively in the English language, inclusive of English units of measure and cost terms in United States of America dollar denominations.

### 4.1 Introduction (Pass/Fail)

The Submitter must complete and sign the Submitter Introduction Form (Attachment E). **The form certifies the truth and correctness of the contents of the SOQ.** This information will be used to define the Submitter team structure and composition, identify the Submitter and its designated contact, and will be reviewed on a pass/fail basis only and not as part of the qualitative assessment of the SOQ.

### 4.2 Understanding of Service (15 Points)

The Submitter shall provide an understanding of the Project, Pre-Demolition services, and demolition services. Based on information available at the time of the RFQ, provide a synopsis demonstrating the Submitter's understanding of the physical description of the Project, probable impacts of the Project, potential issues and risks affecting the Project, and Submitter approach to delivering the Project and potential solutions to probable impacts and risks. Demonstrate an understanding of the Project goals discussed in Section 1.2 as the following areas are specifically addressed:

- A. Understanding of Project scope;
- B. Understanding of the demolition and schedule requirements needed for the Project;
- C. Understanding of mobility and safety concerns;
- D. Understanding of impacts on the adjacent communities and traveling public;
- E. Understanding the potential risks associated with the Project and mitigation efforts that will be needed to remove or reduce the risk to meet the Project goals.
- F. Understanding of utility coordination efforts and process for resolving conflicts;
- G. Provide a draft of the Submitter's DBE Engagement Plan that will be implemented to achieve the DBE goal. The description should indicate specific good faith efforts and a process for reporting monthly to MDOT on specific activities.
- H. Understanding the environmental concerns for the Project.

Submitters should demonstrate an understanding of how the Project goals will be met through the CMGC process and include a brief narrative describing why they are the "best qualified" to perform the services outlined in this RFQ.

Submitters should describe their ability to provide pre-demolition services and the advantages offered to MDOT and the Project from these services. Submitter should describe their ability to coordinate with MDOT to improve constructability and provide input on demolition methods based on their team's expertise and experience. The submitter should also detail their approach for this coordination.

Submitters should describe their ability to perform the anticipated construction services for the Project along with their approach to Quality Assurance / Quality Control.

The Submitter should include sufficient information to familiarize reviewers with their project approach and their ability to satisfy the technical and demolition requirements, review of quantities, development of cost estimates including the GMP, and address the public's concerns related to schedule and access. As part of the Understanding of Service, the Submitter should provide their approach to communications, outlining their understanding of how communications between the CMGC and MDOT will occur.

### 4.3 Qualifications of Team (20 Points)

Provide the qualifications of the Submitter’s team. The information should address the following:

- A. Management and staff experience, capabilities and functions on projects of comparable scope and with similar conditions.;
- B. The strength and depth of experience of the Key Personnel for the Project listed in Submitter’s response;
- C. Effective project management structure and interaction with MDOT or other entities;
- D. Effective utilization of personnel and experience of team members working together;
- E. Experience on projects that successfully integrated construction and design activities.
- F. Experience with expedited schedules and timely completion on comparable projects;
- G. Experience with on-budget completion of comparable projects;
- H. Company experience and qualifications that are relevant to the Project scope;
- I. Experience with utility coordination efforts and conflict resolutions; and
- J. Experience with meeting EPA/EGLE and permit requirements and mitigation efforts required when environmentally sensitive areas are encountered.
- K. Qualifications and experience relating to successful Maintenance of Traffic operations on comparable corridor projects.

#### 4.3.1 Organization of Project Team

A narrative describing the Submitter’s teaming arrangements, its management structure and CMGC approach. The narrative should include, at a minimum, a discussion of the following:

- A. How the Submitter team organization will promote collaboration with the MDOT Project Team during Pre-Demolition and demolition services.
- B. How the Submitter team will operate, in light of the complexity and sequencing of the Project;
- C. The experience of the team members working together on other comparable projects and the results of that experience; and
- D. How the management structure will facilitate the management of the Project risks.

Describe the roles of all Key Personnel, Major Participants and identified subcontractors for all phases of the project. It is expected that CMGC staff that will be active during demolition are also active during the project’s Pre-Demolition phase. The entity meeting each of the construction prequalification classifications and subclassifications listed in section 2.4 must be identified. Include what percent of the named role that the entity is expected to provide.

Provide an organizational chart(s) for Pre-Demolition and Demolition services showing the flow of the “chain of command” with lines identifying participants who are responsible for major functions to be performed and their reporting relationships, in managing and building the Project. The chart(s) must show the functional structure of the organization down to the demolition supervisor level and must identify Key Personnel by name. Identify the Submitter and all known Major Participants in the chart(s).

Submitters may be unable to identify all subcontractors who are providing Pre-Demolition and Demolition services. If a Submitter is unable to provide the name of the subcontractors, they should include a plan of how they will obtain the firm including what qualifications they would expect the firm to provide.

#### 4.3.2 Project Team Communication

The Submitter shall demonstrate how communication will occur with internal staff, subcontractors, MDOT, MDOT’s consultants, as well as their anticipated communication and involvement with the public. 4.3.3 Key Personnel

##### 4.3.3.1 Resumes of Key Personnel

Resumes of Key Personnel shall be provided as Appendix A – Resumes of Key Personnel to the SOQ. Resumes of Key Personnel shall be limited to two pages each and will not be counted towards the overall SOQ page limit.

If an individual fills more than one position, only one resume is required. The listing below describes the minimum key personnel for the Project (“Key Personnel”), others may be added by the Submitter. Submitters may propose alternate plans to staff and manage the Project, which may be approved in MDOT’s sole discretion. SOQ’s with alternate staffing plans are required to have details of the key staff and their roles and responsibilities in a manner similar to the requirements listed below, including their responsibility on the Project and their authority over the operations.

#### Key Personnel

- A. Project Manager
- B. Project Supervisor
- C. Health and Safety Supervisor
- D. Cost Estimator
- E. Environmental Compliance Manager

Include the following items on each resume:

- A. Relevant licensing and registration.
- B. Years of experience performing similar work.
- C. Actual work examples on similar projects, including projects, project dates, duties performed and their percentage of time on the project.

#### 4.3.3.2 Qualifications of Key Personnel

Key Personnel will be evaluated, in part, based on the extent they meet and/or exceed preferred qualifications including, but not limited to, relevant education, training, certification, and experience. The following provides preferred qualifications of the Key Personnel assigned to the Project. Any certifications required to meet the requirements of the RFQ shall be in place by the time the first notice to proceed is issued. One person may be proposed in more than one Key Personnel position, unless otherwise noted.

##### A. Project Manager:

The Submitter’s Project Manager is preferred to have a minimum of 10 years of recent experience managing demolition projects with a similar scope of work, including experience integrating design and demolition operations. The Submitter’s Project Manager will be responsible for the Pre-Demolition Services, demolition, quality management and contract administration for the Project and will:

- i. Have full responsibility for the prosecution of the Work,
- ii. Act as agent and be a single point of contact in all matters on behalf of Submitter,
- iii. Be available (or the Approved designee will be available) at all times that Work is performed, and
- iv. Have authority to bind Submitter on all matters relating to the Project.

##### B. Project Supervisor:

The Project Supervisor is preferred to have a minimum of 10 years of recent experience managing field operations on demolition projects of similar scope. The Project Supervisor must be on site during all demolition activities (or the Approved designee must be on site). The Project Supervisor must work under the direct supervision of Submitter’s Project Manager. The Project Supervisor is responsible for ensuring that the Project is completed in accordance with the Project requirements. The Project Supervisor is responsible for managing the CMGC demolition personnel, scheduling of the demolition activities and administering all demolition requirements of the Contract.

##### C. Health and Safety Supervisor:

The Health and Safety Supervisor is preferred to have a minimum of 10 years of recent experience overseeing all aspects of health and safety on demolition projects of similar scope.

It shall be the responsibility of the Health and Safety Supervisor to manage the Submitter’s demolition health and safety functions and will:

- i. Not be assigned any other duties or responsibilities on the Project.

- ii. Visit the site as necessary to validate health and safety compliance, respond to any health and safety, and report on that visit to the MDOT Project Manager.
- iii. Shall be independent of direct scheduling or production activities and reports directly to the CMGC management team.
- iv. Be available whenever any demolition activities are being performed.
- v. Have the authority to stop any and all work that does not meet the health and safety requirements established for the Project.

D. Cost Estimator:

The Cost Estimator is preferred to have a minimum of 5 years of recent experience estimating costs on demolition projects of similar scope. The Cost Estimator must be present at all project cost estimate review meetings and negotiations, at a minimum. The Cost Estimator must work under the direct supervision of Submitter's Project Manager. The Cost Estimator is responsible for ensuring that the milestone estimates and CSCP is developed in accordance with Project requirements and reflects discussion and correspondence with MDOT. The Cost Estimator is responsible for clearly communicating the basis of the estimate to MDOT, identifying missing or incomplete information needed for current or future estimates, and collaborating with MDOT, the ADORC and the ICE to reach a common understanding of Project costs.

E. Environmental Compliance Manager:

The Environmental Compliance Manager shall have recent experience on projects with similar environmental conditions. The Environmental Compliance Manager will be responsible for assuring compliance of all on-site activities with the requirements of all permits and regulatory requirements. The Environmental Compliance Manager shall report directly to MDOT and the CMGC's Project Manager simultaneously. The Environmental Compliance Manager shall have the authority to stop work that is not in compliance with environmental requirements.

**SOQs shall include an express written statement from the Submitter committing that the Key Personnel designated in the SOQ for the positions or roles described in this Section 4 shall be available to serve the role so identified in connection with the Project.**

#### 4.4 Submitter Experience (20 Points)

Describe at least two but a maximum of four projects the Submitter has completed or participated in (if the Submitter is not yet existing or is newly formed, please explain). If Major Participants are included, describe at least two but a maximum of four projects the Major Participants have completed or participated in. Highlight experience relevant to the Project the Submitter/Major Participants have gained in the last 10 years. Cite projects with levels of scope comparable to that anticipated for the Project. Also consider citing projects where demolition duration is minimized, schedules were kept, and original construction budgets were not increased. Describe the experiences that could apply to this Project. The experience of the Submitter will account for 15 or more of the points out of the 25 points available in this category. The experience of the Major Participants will account for a maximum of 10 points out of the 25 points available in this category.

Each project description should include the following information:

- A. Name of the project and either the owner's contract number or state project number;
- B. Owner's project manager and their current telephone number;
- C. Dates of demolition;
- D. Description of the work or services provided and percentage of the overall project actually performed;
- E. Description of scheduled completion deadlines and actual completion dates;
- F. Original demolition budget and final demolition cost.

MDOT may elect to use the information provided above as a reference check.

The Submitter should demonstrate how they completed the projects with success in the areas of schedule, safety,

quality, cost and maintenance of traffic, including their role in the success of the projects.

Describe what work is intended to be self-performed and what items will be bid to prequalified sub-contractors.

#### **4.5 Work Site/Work Zone Safety (10 Points)**

The Submitter shall discuss and describe how work sites/zones can be safely and securely maintained, while minimizing impacts to the travelling public. The Submitter should also provide information related to potential areas for contractor staging areas/yards and the access to and from the project.

#### **4.6 Schedule Management (20 Points)**

The Submitter shall provide information that will demonstrate how they could reduce and/or improve the overall construction schedule. MDOT's desire is to expedite the construction schedule while minimizing impacts to the traveling public while completing the work in an effective manner. Scoring will be greatest to those Submitters who provide a clear understanding and provide information on how they expect to meet these goals and demonstrate how their input during the design will be beneficial to MDOT's schedule goals.8.3.6

#### **4.7 Innovations (15 Points)**

The Submitter shall list any potential innovations and innovative approaches to completing the project. At a minimum, innovations should specifically address how the Submitter expects to provide input into the design to improve the project and what can be done to expedite the schedule and limit impacts to traffic.

#### **4.8 Legal and Financial (Pass/Fail)**

The information required in response to this Section 3.6 shall be submitted as Appendix B – Legal and Financial. Information provided in response to these sections will not count towards the overall page limitation defined in Section 5.2. Information required by this section will be evaluated on a pass/fail basis.

##### **4.8.1 Organizational Conflicts of Interest**

Identify all relevant facts relating to past, present or planned interest(s) of the Submitter's team (including the Submitter, Major Participants, proposed consultants, contractors and subcontractors, and their respective chief executives, directors and key project personnel) which may result, or could be viewed as, an organizational conflict of interest in connection with this RFQ.

Disclose: (a) any current contractual relationships with MDOT (by identifying the MDOT contract number and project manager) that may result in, or could be viewed as a potential conflict of interest on this Project; (b) present or planned contractual or employment relationships with any current MDOT employee; and (c) any other circumstances that might be considered to create a financial interest in the contract for the Project by any current MDOT employee if the Submitter is awarded the contract. The foregoing is provided by way of example, and shall not constitute a limitation on the disclosure obligations.

For any fact, relationship or circumstance disclosed in response to this Section 4.8.1 identify steps that have been or will be taken to avoid, neutralize or mitigate any organizational conflicts of interest.

In cases where Major Participants on different Submitter teams belong to the same parent company, each Submitter shall describe how the participants would avoid conflicts of interest through the qualification phase of the Project.

The required information for Organizational Conflicts of Interest shall be submitted using the Conflict of Interest Statement in Attachment C.

##### **4.8.2 Legal Structure**

If the Submitter organization has already been formed but does not currently have paperwork on file with MDOT, provide complete copies of the organizational documents that allow, or would allow by the time of contract award, the Submitter and Major Participants to conduct business in the State of Michigan. MDOT will verify the legal structure of Submitters with paperwork currently on file with MDOT. If the Submitter organization has not

yet been formed, provide a brief description of the proposed legal structure or draft copies of the underlying agreements.

**4.8.3 Financial Viability**

The Submitter shall supply form 1300 EZ with their SOQ, if one is not currently on file with. Submitters do not need to provide MDOT Form 1381. MDOT will verify the financial viability of Submitters who have a current 1300EZ form on file with MDOT.

## 5 EVALUATION PROCESS

### 5.1 SOQ Evaluation

MDOT will initially review the SOQs for responsiveness to the requirements of this RFQ. The information in the SOQ will then be measured against the evaluation criteria described in Section 4. Submitter's SOQ response shall be complete based on the RFQ requirements. A non-responsive or partially non-responsive SOQ missing required information may result in a "fail".

The qualitative evaluation score will be determined as follows:

- The MDOT Selection Committee will review each SOQ identifying significant and minor strengths and weaknesses of the Submitter.
- Strengths and weaknesses are defined as follows:
  - Strengths – That part of the SOQ which ultimately represents a benefit to the Project and is expected to increase the Submitter's ability to meet or exceed the Project Goals. A minor strength has a slight positive influence on the Submitter's ability to meet or exceed the Project Goals, while a significant strength has a considerable positive influence on the Submitter's ability to meet or exceed the Project Goals.
  - Weaknesses – That part of the SOQ which detracts from the Submitter's ability to meet the Project Goals or may result in an inefficient or ineffective performance. A minor weakness has a slight negative influence on the Submitter's ability to meet the Project Goals, while a significant weakness has a considerable negative influence on the Submitter's ability to meet the Project Goals.

Based on the identified strengths and weaknesses, the Selection Committee will select an objective rating and percent in the identified range.

The following rating system will be used in determining the value for each Scoring Element of the SOQ:

- Excellent (81-100 % of points possible): The SOQ is considered to significantly exceed the RFQ requirements / objectives in a beneficial way (providing advantages, benefits, or added value to the project) and provides a consistently outstanding level of competency. In order for the SOQ to meet the minimum criteria to be scored as Excellent, it must be determined to have more than one significant strength, additional minor strengths and no appreciable weaknesses. There is a high expectation that the team as proposed, would be successful in delivering the Project to the owner's satisfaction, and would most likely exceed all Project Goals.
- Very Good (61-80 % of points possible): The SOQ is considered to exceed the RFQ requirements / objectives in a beneficial way (providing advantages, benefits, or added value to the project) and offers a generally better than acceptable competency. In order for the SOQ to meet the minimum criteria for consideration to be scored as Very Good, it must be determined to have at least one significant strength, additional minor strengths and no significant weaknesses. The greater the significance of the strengths and/or the number of strengths, and the fewer the minor weakness will result in a higher score. It is expected that the team as proposed, would be successful in delivering the Project to the owner's satisfaction, and will most likely meet and/or exceed all Project Goals.
- Good (41-60 % of points possible): The SOQ is considered to meet the RFQ requirements / objectives and offers an acceptable level of competency. In order for the SOQ to meet the minimum criteria for consideration to be scored as Good, it must be determined to have several strength(s), even though minor and/or significant weaknesses exist. The greater the significance of the strengths and/or the number of strengths, and the fewer the minor or significant weakness will result in a higher score. It is expected that the team as proposed, will be able to deliver the Project and meet the Project Goals.
- Fair (21-40 % of points possible): The SOQ is considered to contain several minor and/or significant weaknesses, some minor strengths and no significant strengths. The greater the strengths and fewer the minor or significant weakness will result in a higher score. It is expected that the team as proposed, should be able to deliver the Project but may not be able to meet some of the Project Goals.

- Poor (0-20 % of points possible): The SOQ is considered to contain significant weaknesses and no appreciable strengths. The SOQ demonstrates a low probability of meeting the RFQ requirements and may be determined to be nonresponsive. The fewer the minor or significant weakness will result in a higher score. It is unlikely that the team as proposed would be able to deliver the Project to the owner's satisfaction.

A score will be calculated for each Qualitative Evaluation Criteria by multiplying the percentage by the points possible.

## 5.2 SOQ Scoring

MDOT will evaluate all responsive SOQs and measure each Submitter's response against the Project goals and evaluation criteria set forth in this RFQ, resulting in a numerical score for each SOQ. The scoring will be distributed as described in Section 4 and summarized below:

- A. Understanding of Service (15 Points)
- B. Qualifications of Team (20 Points)
- C. Submitter Experience (20 Points)
- D. Work Site/Work Zone Safety (10 Points)
- E. Schedule Management (20 Points)
- F. Innovations (15 Points)

## 5.3 Interviews

An interview may be required if the scoring of the SOQs is inadequate to clearly identify the most qualified Submitter(s). The interview will allow the Submitter the opportunity to present on the qualifications of their team, project approach or on other areas they feel will add value. MDOT will have the opportunity to ask Submitters general questions or questions that are specific to their SOQ. Interviews will be at the sole discretion of MDOT. If interviews are required, MDOT will notify no more than the four most qualified firms to set up an interview. MDOT may provide firms questions to be addressed at the interview. Interviews are limited to 60 minutes. If an interview is conducted it will be worth a maximum of 30 points.

## 5.4 Determining Selected Submitter(s)

MDOT's intent is to select up to two Submitters, at MDOT's sole discretion, to perform CMGC services.

MDOT will total the scores for each responsive SOQ and prepare a ranked list of Submitters. Selection will be based on the Submitter(s) with the highest total combined score (100 possible points) if MDOT does not require an interview. If an interview is conducted the selection will be based on the Submitter(s) with the highest combined total score (130 possible points).

MDOT reserves the right, in its sole discretion, to cancel this RFQ, issue a new RFQ, reject any or all SOQs, seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to this RFQ, seek and receive clarifications to an SOQ and waive any deficiencies, irregularities or technicalities in considering and evaluating the SOQs.

This RFQ does not commit MDOT to enter into a contract or proceed with the procurement of the Project. MDOT assumes no obligations, responsibilities and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred by the parties responding to this RFQ. All such costs shall be borne solely by each Submitter.

## 5.5 Notification of Selection

The selected teams will have their Submitter's name and score posted on MDOT's innovative contracting website, which will serve as the selection announcement. Teams that are not selected will only have their scores posted; however, each Submitter will receive their individual score sheet from MDOT via e-mail within five working days of the scores and selection results being posted. See Attachment D for an example of the selection announcement.

## **5.6 Debriefing**

Feedback may be provided via face to face meeting, phone or email at the discretion of the Project Manager however, it will not be provided until after the award of the contract.

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## 6 SOQ SUBMITTAL REQUIREMENTS

The following section describes requirements that all Submitters shall satisfy in submitting SOQs. Failure of any Submitter to submit their SOQ as required in this RFQ may result in rejection of its SOQ.

### 6.1 Due Date, Time and Location

SOQs are due on the date and time listed in Section 2.2. Any SOQ that fails to meet the deadline or delivery requirement will be rejected without opening, consideration or evaluation.

SOQs shall be delivered via email to the MDOT Innovative Contracting Project Manager identified in Section 2.3 and copied to the MDOT Project Manager shown below. The SOQs shall have the subject line of “**SOQ Metro Region – I-94 Modernization Demolition CMGC**”. MDOT will not accept SOQs by facsimile, or any other means of delivery.

MDOT Project Manager:

Terry Stepanski, P.E. – MDOT Project Manager

E-mail: stepanskit@michigan.gov

### 6.2 Format

All SOQ’s shall comply with the following:

- A. Provide a Portable Document File (PDF) that is bookmarked. The maximum file size allowable for emailing is 14 megabytes (MB). The subject of the email shall be “**SOQ Metro Region – I-94 Modernization Demolition CMGC**”.
- B. The SOQ shall not exceed 12 single-sided pages. The 12-page limit does not include key personnel resumes (Appendix A – Resumes of Key Personnel), submitter introduction (Appendix E – Submitter Introduction Form), and the required legal information (Appendix B – Legal and Financial) defined in Section 3.6. In the 1300EZ form, the references to “Bidder” shall mean “Submitter”.
- C. Pages shall be 8 ½ inches by 11 inches.
- D. Font must be a minimum of 12 point.
- E. All pages must be numbered continuously throughout and in the format of “Page 1 of \_”, including resumes and legal understanding.
- F. Graphics are allowed within established page limits. Text used on graphics shall be legible and shall be used to describe the contents of the graphic. Any additional narrative text that does not directly relate to a graphic may be excluded from MDOT consideration at MDOT’s sole discretion.

### 6.3 Ownership of SOQs

SOQ’s and any other information submitted by the Submitter’s shall become the property of MDOT. All or any part of the proposed Submitter innovation or method may be used or disclosed on this or future projects without obligation or compensation to the Submitter. All information supplied in an SOQ is subject to disclosure per the Freedom of Information Act.

### 6.4 Validity Period

SOQ’s are to be valid for MDOT’s acceptance for a minimum of 49 days after the Statement of Qualification Due Date to allow time for evaluation and selection. A SOQ, if accepted, shall remain valid for the duration of the Contract.

## 7 PRE-DEMOLITION SERVICES FEE AND TERMINATION

### 7.1 Pre-Demolition Fee

The selected Submitter will be notified after the SOQ(s) have been reviewed and scored. The selected Submitter will be required to attend a scope verification meeting at a location determined by the MDOT PM and then submit a Pre-Construction Services Fee.

Compensation for Pre-Demolition services shall be on a Lump Sum basis. This fee should include all direct costs, overhead and profit required to complete the scope of work outlined in Section 3.2. The Submitter should include a work plan and a description of their intended level of effort to review and assist in the development of plans and specifications during the preconstruction phase. Pre-Demolition costs must be supported by a derivation of cost and back-up documentation. In general, two methods of documentation for the derivation of cost and back-up information are acceptable:

- A. Hourly rates with an audited overhead rate, direct expenses, and fixed fee:
  - a. The rates for each individual employee or classification included in the priced proposal must be submitted separately in a letter, certified by the company's financial officer.
  - b. Overhead rate option 1: Use an audited overhead rate. Provide audit report for the company's Indirect Cost Rate Schedule for the most recent fiscal year to confirm the audited rate. If the audited overhead rate has been accepted by a state Department of Transportation other than MDOT, include the acceptance letter and the corresponding audit report for the company's indirect cost rate schedule for the most recent fiscal year.
  - c. Overhead rate option 2: Request to use MDOT's Safe Harbor Rate of 110%. Eligibility and requirements are available on MDOT's website by clicking Doing Business/Vendor-Consultant Services, under the heading "Service Prequalification" or the following link: [https://www.michigan.gov/documents/mdot/Guidelines\\_for\\_the\\_Safe\\_Harbor\\_Overhead\\_Cost\\_Rate\\_435878\\_7.pdf](https://www.michigan.gov/documents/mdot/Guidelines_for_the_Safe_Harbor_Overhead_Cost_Rate_435878_7.pdf)
  - d. A The fixed fee for profit allowed for this project is 11.0% or less of the cost of direct labor and overhead.
  - e. maximum 11% fixed fee may be applied.
- B. Loaded hourly rates and direct expenses:
  - a. The loaded hourly rates will include costs for overhead and profit and must be supported by invoices to other clients.
  - b. The invoices must be for similar Pre-Demolition services that have been provided to other clients.
  - c. The rates submitted to MDOT for each employee or classification must be supported by a minimum of three invoices.
  - d. The rates submitted to MDOT for each employee or classification must not be higher than the corresponding rate on any of the three supporting invoices.
  - e. The invoices must be stamped "approved" by the client, or other documentation must be provided to verify that the client paid the invoices.

MDOT reserves the right to negotiate the cost of the Pre-Demolition Services Fee. If MDOT and the selected CMGC cannot agree on a price, hours of effort or number of employees providing these pre-construction services, MDOT will begin negotiations with the next highest-ranking Submitter from the SOQ scoring process.

Pre-Demolition costs must comply with the Federal cost principles to be eligible for participation. In compliance with 23 CFR Section 635.507, if a CMGC provides an indirect cost rate, it must be in accordance with the Federal cost principles (as specified in 2 CFR part 200 subpart E) and a letter must be provided from an official of the company certifying the rate was prepared accordingly. The official shall be an individual executive or financial officer of the CMGC contractor's organization, at a level no lower than a Vice President or Chief Financial Officer, or equivalent, who has the authority to make representations about the financial information utilized to establish the indirect cost rate proposal submitted. Per 23 CFR Section 635.507, the certification of final indirect costs will read as follows:

This is to certify that I have reviewed this proposal to establish final indirect cost rates and to the best of my knowledge and belief:

1. All costs included in this proposal (identify proposal and date) to establish final indirect cost rates for (identify period covered by rate) are allowable in accordance with the cost principles in 2 CFR part 200 subpart E; and
2. This proposal does not include any cost which are expressly unallowable under application cost principles of 2 CFR part 200 subpart E.

The Lump Sum compensation for Pre-Demolition Services will consist of equal payments which shall be made on a per-parcel basis upon completion of negotiations for Demolition Services for each parcel.

All billings for services must be directed to the Department and follow the current guidelines.

Payment to the CMGC for services rendered shall not exceed the maximum Lump Sum amount unless an increase is approved in accordance with the contract with the CMGC. MDOT reserves the right, in its sole discretion, to decrease the maximum Lump Sum amount if parcels are eliminated from the contract.

## **7.2 Termination of Pre-Demolition Services**

MDOT may terminate the contract with the CMGC if pre-demolition services and coordination are not provided as negotiated and/or expected, or for convenience. A written 15 day notice will be sent to the CMGC before the services are completed. If the contract is terminated for any reason during the pre-demolition phase, MDOT will determine if partial compensation for services rendered shall be paid to the CMGC.

**Attachment A Anticipated Parcel Packages (Subject to Change)****Commercial/Industrial Package #1**

<b>Parcel No.</b>	<b>Parcel Address</b>	<b>Property Structure Type</b>
2321	6060 Rivard Ave., Detroit, MI 48211	INDUSTRIAL + BILLBOARD (3)
0823	5820 Third Avenue, Detroit, MI 48202	COMMERCIAL + BILLBOARD (1)
0958	6444 Sherwood St., Detroit, MI 48211	BILLBOARD (1/2)
0960	6436 Sherwood St., Detroit, MI 48211	BILLBOARD (1/2)
2324	944 Harper Ave.	BILLBOARD (1)
2095	5329 Rosa Parks Blvd, Detroit, MI 48208	BILLBOARD (1)
2323	6001 Russell Ave., Detroit, MI 48211	INDUSTRIAL + BILLBOARD (1)
2802	11001 Hern	BILLBOARD (1)
2803	11131 Shoemaker St.	BILLBOARD (1)
TBD	11820 Harper	COMMERCIAL
TBD	38 Hendrie	COMMERCIAL

**Commercial/Industrial Package #2**

<b>Parcel No.</b>	<b>Parcel Address</b>	<b>Property Structure Type</b>
2327	1550 Trombly Ave., Detroit, MI 48211	INDUSTRIAL
2329	6090 Dequindre, Detroit, MI 48211	BILLBOARD (1)
2325	6000 Russell Ave., Detroit, MI 48211	INDUSTRIAL
2330	5845 Russell Ave., Detroit, MI 48211	INDUSTRIAL + BILLBOARD (1)
TBD	11832 Harper	BILLBOARD (1)
TBD	1470 Trombly	BILLBOARD (1)
TBD	2121 W Edsel Ford	INDUSTRIAL
TBD	5569 14th	BILLBOARD (1/2)
TBD	5561 14th	BILLBOARD (1/2)

**Attachment B (Not Used)**

## Attachment C Conflict of Interest Disclosure

\_\_\_\_\_ (Prime Contractor Name) certifies that it has read and understands the following:

The PRIME CONTRACTOR, its team members, and its Affiliates agree not to have any public or private interest, and shall not acquire directly or indirectly any such interest in connection with the Project, that would conflict or appear to conflict in any manner with the performance of the services under this Contract. "Affiliate" means a corporate entity connected to the PRIME CONTRACTOR through common ownership. "Team member" means any known entity the PRIME CONTRACTOR intends to be in a contractual relationship with to complete the work associated with the Project. The PRIME CONTRACTOR, its team members, and its Affiliates agree not to provide any services to any entity that may have an adversarial interest in the Project, for which it has provided services to the DEPARTMENT. The PRIME CONTRACTOR, its team members, and its Affiliates agree to disclose to the DEPARTMENT all other interests that the PRIME CONTRACTOR, its team members, or sub consultants have or contemplate having during each phase of the Project. The phases of the Project include, but are not limited to, planning, scoping, early preliminary engineering, design, and construction. In all situations, the DEPARTMENT will decide if a conflict of interest exists. If the PRIME CONTRACTOR, its team members, and its Affiliates choose to retain the interest constituting the conflict, the DEPARTMENT may terminate the Contract for cause in accordance with the provisions stated in the Contract.

- Certification for Subject Project: Based on the foregoing, the PRIME CONTRACTOR certifies that no conflict exists with the subject Project for it, or any of its team members and/or Affiliates
- Disclose of Conflict with Subject Project: Based on the foregoing, the PRIME CONTRACTOR certifies that a potential conflict does or may exist with the subject Project for it, and/or any of its team members and/or Affiliates. The attached sheets describe the potential conflict

This form, and any attachments, must be certified by a person from the PRIME CONTRACTOR who has contracting authority.

Certified by: Printed Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Attachment D Example Notice of Shortlisting Results**



**I-94 Modernization Demolition Construction Manager/General Contractor (CMGC) Project**

**MDOT Job No. 130848B1, 130848B2**

**The following teams has been selected for the I-94 Modernization Demolition CMGC Project:**

<b>Selected Team Name</b>	<b>Cumulative Score (100 Pts. Max.)</b>	<b>Criterion #1 Understanding of Service (15 Pts. Max.)</b>	<b>Criterion #2 Qualifications of Team (20 Pts. Max.)</b>	<b>Criterion #3 Submitter Experience (20 Pts. Max.)</b>	<b>Criterion #4 Work Site/Work Zone Safety (10 Pts. Max.)</b>	<b>Criterion #5 Schedule Management (20 Pts. Max.)</b>	<b>Criterion #6 Innovations (15 Pts. Max.)</b>
Company 1							
Company 2							
<b>Non-Shortlisted Scores (Names are not provided)</b>	<b>Cumulative Score (100 Pts. Max.)</b>	<b>Criterion #1 Understanding of Service (15 Pts. Max.)</b>	<b>Criterion #2 Qualifications of Team (20 Pts. Max.)</b>	<b>Criterion #3 Submitter Experience (20 Pts. Max.)</b>	<b>Criterion #4 Work Site/Work Zone Safety (10 Pts. Max.)</b>	<b>Criterion #5 Schedule Management (20 Pts. Max.)</b>	<b>Criterion #6 Innovations (15 Pts. Max.)</b>
<i>(Intentionally Left Blank)</i>							
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**Attachment E Submitter Introduction Form**

**Submitter Organization Information:** *If the Submitter is a joint venture, include information from each member of the joint venture.*

Business Name:	
Business Address:	
Business Type: (corporation, partnership, joint venture, etc.)	

**Submitter’s Point of Contact:** *This person will be the single point of contact on behalf of the Submitter organization, responsible for correspondence to and from the organization to MDOT. MDOT will send all Project-related communications to this contact person.*

Name:	
Address:	
Telephone number:	
E-mail Address:	

**Major Participants:**

Major Participant Name/Contact	Address of Head Office	Description of Role/Prequalification

**Acknowledgement of RFQ Addenda:** *Identify and acknowledge all RFQ addenda provided by number and date.*

Addenda Number:	Addenda Date:	Acknowledgement: (check box)
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

**Signatures:**

This form is required to be signed by authorized representatives of the Submitter organization. If the Submitter is a joint venture, the joint venture members shall sign the form. If the Submitter is not yet a legal entity, the known Major Participants shall sign the form.

By signing below, the Submitter certifies the truth and correctness of the contents of the SOQ, including this Submitter Introduction Form.

Printed Name:	Signature:	Date:	Organization/Role:

**Attachment F      Sample Pre-Demolition Services Contract**