



Montana Department of Transportation

2701 Prospect
PO Box 201001
Helena MT 59620-1001

Greg Gianforte, Governor
Malcolm "Mack" Long, Director

Date: December 9, 2021

MDT Commission Room – Headquarters Office, Helena
~~1:00 to 3:00 PM~~ 11:00-12:00

In person sign in sheet attached at the end of these minutes.

Online participants are as follows:

Stephanie Brandenberger, MDT, Bridge Bureau Chief
Bryan Vanderloos, Morrison-Maierle
Jay Fleming, MDT, Glendive District Construction Operations Engineer
Steve Heidner, MDT, Glendive District Projects Engineer
Jason Millar, Morrison-Maierle
Jonathan Skillman
Larry Sickerson, MDT, Glendive District Biologist
Michael Haas
Randy Boysen, MDT, Engineering Project Manager
Scott Lawrence, Lawrence Construction
Marc Wotring, MDT, Hydraulics

Notes in blue were taken at the preproposal meeting 12/9/2021, 11 am.
Date changes in red have been outlined and posted as a notice on Q&A Forum.

PRE-PROPOSAL MEETING MINUTES

*Timber Bridges-Glasgow Area
STPB STWD (789), UPN 9885000*

I. INTRODUCTIONS/REVIEW AGENDA

- **PROJECT OVERVIEW**
- Phase 1 Analysis

II. REVIEW RFP

- RFP and Attachments
 - Sent via State of Montana File Transfer Service MT Drive
 - If additional members of your team need access to the RFP file, please contact Ellen Hinshaw at ehinshaw@mt.gov or 406.403-4203
- Scope of Work (pages 6-12)
 - Edoc is in final review, will be distributed when completed, anticipate next week.
 - Waiting on 1 County to finish signing Cadastral Survey. This information will be distributed to Firms once finalized.
 - Waiting on final corrections to Engineering Survey, anticipated next week for distribution to Firms.
- Estimated Cost (page 12)
- Schedule of Events (page 13)

DATE	EVENT
10/25/2021	RFQ Advertisement Date
11/12/2021	Q&A Forum Closes at 5:00 pm MST
11/15/2021	SOQ Response Due Date
12/2/2021	Short List Issue Date
12/3/2021	RFP Issue Date
12/9/2021	Pre-Proposal Meeting (1:00 pm to 3:00 pm in the Commission Room, 2701 Prospect Avenue, Helena, MT)
<i>01/10/2022- 01/14/2022</i>	1 st Week of One-on-One Meetings (various times and locations TBD)
<i>02/01/2022- 02/03/2022</i>	2 nd Week of One-on-One Meetings (various times and locations TBD)
<i>02/03/2022- 02/07/2022</i>	Receipt of Alternative Technical Concepts (ATC's) - Cutoff Date by 11:00 am MST
<i>03/28/2022</i>	Technical Proposal Due Date by 11:00 am MST
<i>04/15/2022</i>	Q&A Forum Closes at 5:00 pm MST
<i>4/21/2022</i>	Bid Price Proposal Due Date by 11:00 am MST, Public Bid Price Proposal Opening at 11:00 am.

- ATC Meetings
 - Scheduled in order of the ranked short list representing total SOQ scores
 - Meeting length = 2 hours per Firm
 - In-person discussions will be held in Helena, conference call option is available

ATC Meeting #1

~~December 20, 8 AM – 10 AM~~

~~December 21, 10 AM – 12 PM~~

~~December 22, 10 AM – 12 PM~~

ATC Meeting #1 #2

January 10, 8 AM – 10 AM

January 12, 1 PM – 3 PM

January 13, 12 PM – 2 PM

ATC Meeting #2

February 1, 10 AM – 12 PM

February 1, 3 PM – 5 PM

February 3, 1 PM – 3 PM

- Threshold Requirements (pages 13-16)
- Online Q&A Forum (page 14)
- Governing Regulations (page 18)
- Document Hierarchy (page 19)
- DBE Program (page 19)
 - Aspiration Goal = 0.0%
- Zone Pay and Electronic Payroll (page 20)
- Domestic Materials Requirements (page 21)
- Submittals (page 22)
- Contract Time and CPM schedule (page 23)
- QMP (Design and Construction) (page 24-25)
- Materials Sampling and Testing, MT-601 (pages 25-27)
- Schedule of Values – Invoicing (page 27)
 - New Schedule of Values format
- Daily Report of Activity (page 27-28)
- Warranty/Contractor Guarantee (page 28)
- Partnering Level II Facilitation (page 28)
- DCCP (pages 30-34)
- Shop Drawings (page 30)

III. TECHNICAL PROPOSAL SUBMITTAL REQUIREMENTS

- Due Date and General Requirements (Page 35)
 - **Proposals Due March 28th, 2022**
- Alternative Technical Concepts (page 35-38)
 - **An ATC submittal will not be required for deviations from Phase 1 analysis.**
 - ATC submittal format defined on page 39
 - MDT's ATC response form is provided in Attachment M
 - **ATC's must be submitted no later than 2 business days following the 2nd meeting.**
- Section I: Staffing Plan (Page 38)
 - Score is carried over from SOQ
 - MDT is unable to share any scoring information with Proposers until after award
- Section II: Schedule (Page 38)
- Section III: Project Understanding and Approach (Pages 39)
- Formatting (Page 40)

- Page Limit Requirements (Pages 40)
 - MDT will not consider requests for additional pages
- Evaluation and Scoring Criteria - Review Table and Scoring Weights (Pages 40)

IV. BID PRICE PROPOSAL REQUIREMENTS

- Due Date and Required Information (pages 41-43)
 - Invoice for Payment of Agreed Price – Attachment B
- Best Value Calculation (page 41)
- Bid Price Proposals Exceed Cost Estimate Range Process (pages 41-42)
- Stipend Payment Invoice – Attachment B (page 42-43)
- Miscellaneous Work (page 43)

V. QUESTIONS AND ANSWERS

- Will dates be updated? Yes, they will be updated in Q&A Forum
- Will MDT provide in-house QA for construction? Yes, Glendive District will provide staff for that.
- Memorandum of Understanding (MOU) and Project Specific Agreement (PSA) for Reservation work will be distributed.
- Survey data - engineering survey should be finished and distributed next week.
- Cadastral survey - will DGN's be provided? Yes that should be possible. (Being reviewed by County at this point, and once that's done, this information will be distributed)



Montana Department of Transportation

PRE PROPOSAL ~~Preconstruction~~ Meeting Sign-in Sheet

Submit to:
Project File

Project Description:

Timber Bridges - Glasgow Area

Prime Contractor:

Fed/State Project Number:

Project Manager:

Contract ID:

Meeting Organizer:

Name	Title	Company	Phone	Email
Pete Romington	Project Sponsor	Kiewit	303 981 2236	peter.romington@kiewit.com
Jim Richardson	Design Mgr	Kiewit	303 981 2201	jim.richardson@kiewit.com
James Stutzer	Eng Mgr	Kiewit	720 525 9963	james.stutzer@kiewit.com
Michael George	Project Man.	Kiewit	701-641-8213	Michael.George@kiewit.com
Doug Baer	Design Mgr.	KLS	303.548.5272	doug.baer@klseng.com
Dan Richardson	Civil	KLS Lawrence	406-579-2093	dan.richardson@klseng.com
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Add Row

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