



Montana Department of Transportation

2701 Prospect
PO Box 201001
Helena MT 59620-1001

Greg Gianforte, Governor
Malcolm "Mack" Long, Director

October 25th, 2021

REQUEST FOR QUALIFICATIONS **Timber Bridges – Glasgow Area** **STPB STWD (789), UPN 9885000**

I. NOTICE TO CONTRACTORS/CONSULTANTS

The Montana Department of Transportation (MDT) is soliciting construction and design services for the subject design-build project. Contractor and consultant teams (Firms) are encouraged to submit a Statement of Qualifications (SOQ) response electronically by **11:00 a.m.**, local time on **November 15th, 2021**.

Submit an electronic version of the SOQ by uploading the document to the State of Montana File Transfer Service (ePass) site, which can be accessed at the following link: <https://transfer.mt.gov>. The proposing Firm must have an ePass account set up to upload information. Uploading instructions can be accessed at <https://transfer.mt.gov/Home/Instructions>. Electronic submittals must be one single PDF file. When the SOQ has been uploaded, the ePass system will prompt the user for a delivery email. Please email the uploaded submittal to the following individuals:

John Pavsek: jpavsek@mt.gov
Ellen Hinshaw: ehinshaw@mt.gov

Firms desiring to qualify and propose on this design-build project as a joint venture must declare their intention in a Letter of Commitment, included in the SOQ. Short-listed Firms must include an executed "Declaration of Joint Venture and Power of Attorney" affidavit with their Proposal. Firms desiring to qualify and propose on this design-build project are not required to form a Joint Venture.

The project is designated as an Adjusted Score Design-Build type, best value contract. SOQ are requested by the time and date specified and will clearly indicate the name, address, phone number, and e-mail address for a contact person; and the key companies and personnel proposed as participating in the project. MDT will evaluate the relative ability of each submitting Firm to perform the required services based on SOQ information and experience (See Attachment A - SOQ Evaluation Criteria). The three highest scoring responsive Firms (or all responsive Firms, if less than three Firms submit SOQ) will be selected for a short-list from the received responses. Results of the short-listing process will be posted on the MDT website at:

<http://www.mdt.mt.gov/business/contracting/qacurrent.shtml>

Short-listed Firms will be provided a Request for Proposal (RFP) containing a Design and Construction Criteria Package (DCCP). The Firms will be requested to provide a Technical Proposal and Bid Price Proposal for the project. The total technical proposal score generated by a Technical Review Committee plus the bid price proposal amount will be used to determine the best value proposal.

II. PROJECT DESCRIPTION

This project includes design and construction services required to design and reconstruct fifteen (15) existing timber bridges in northeast Montana, impacting US 2 between Hinsdale and Glasgow, MT 24 between Glasgow and Opheim, MT 248 between Opheim and Scobey, and MT 251 between Poplar and Flaxville. The project involves replacing the aging and deteriorating timber bridges with new structures and will reconstruct the adjacent roadways as necessary. The following structures are included in the scope of this project:

TIMBER BRIDGES GLASGOW AREA

BRIDGE DATA

SIGNED ROUTE	DEPT. ROUTE	CORRIDOR ROUTE	STRUCT. NO.	RP	YEAR BUILT / RECON.	MDT ORIG / RECON. PROJECT			FEATURE INTERSECTED	EXISTING STRUCTURE				ROAD WIDTH	FUNCT. CLASS.		TRAFFIC DATA		COMMENTS
						DWG NO.	PROJ. NO.	STATION		# OF SPANS	LENGTH	WIDTH	DECK AREA		RURAL / URBAN	CLASS.	ADT	YEAR	
N-1/US 2	N-1A	C000001A	05112	527.003	1948	2687	F 155(5)	772+62.50	UNGER COULEE	5	96 FT	30 FT	2880 SF	32 FT	Rural	Prin. Art.	1457	2038	14 Mi. NW of Glasgow
N-1/US 2	N-1A	C000001A	05113	528.153	1948	2687	F 155(5)	712+86.00	BUGGY CREEK	8	153 FT	30 FT	4590 SF	32 FT	Rural	Prin. Art.	1457	2038	12 Mi. NW of Glasgow
N-1/US 2	N-1A	C000001A	05114	533.459	1948	2686	F 155(5)2	432+00.50	CHAPMAN COULEE	5	96 FT	30 FT	2880 SF	32 FT	Rural	Prin. Art.	1592	2038	7 Mi. NW of Glasgow
N-1/US 2	N-1A	C000001A	05115	534.329	1948	2686	F 155(5)2	385+88.50	MOONEY COULEE	5	96 FT	30 FT	2880 SF	32 FT	Rural	Prin. Art.	1592	2038	6 Mi. NW of Glasgow
P-31/MT 24	P-31A	C000031A	05731	6.332	1964	6921	S 368(16)	261+06.00	E. FORK CHERRY CR	6	151 FT	34 FT	5134 SF	31 FT	Rural	Minor Art.	906	2038	6 Mi. NE of Glasgow
P-31/MT 24	P-31A	C000031A	05732	25.153	1948	2670	S 368(6)	1254+32.50	DRY FORK CREEK	5	126 FT	26 FT	3276 SF	30 FT	Rural	Minor Art.	319	2038	25 Mi. SW of Opheim
P-31/MT 24	P-31A	C000031A	05733	28.018	1940	2215	S 368-C(1)	157+47.00	W FORK PORCUPINE CR	6	115 FT	26 FT	2990 SF	24 FT	Rural	Minor Art.	319	2038	18 Mi S Opheim
S-248	S-248A	C000248A	06482	21.934	1978	11804	RS 248-4(2)18	278+55.80	DRAINAGE	3	58 FT	33 FT	1914 SF	36 FT	Rural	Minor Art.	282	2038	5 Mi E of Richland
S-248	S-248A	C000248A	06483	23.749	1970	9932	S-8(14)	374+00.90	DRAINAGE	4	77 FT	33 FT	2541 SF	28 FT	Rural	Minor Art.	282	2038	7 Mi E of Richland
S-248	S-248A	C000248A	06485	35.648	1947	2608	FAS 8(4)	968+51.00	SPRING CREEK	8	75 FT	26 FT	1950 SF	28 FT	Rural	Minor Art.	473	2038	2 Mi W of Four Buttes
S-248	S-248A	C000248A	06486	37.100	1941	2312	FAS 8-B(1)	27+80.50	DRAINAGE	1	26 FT	28 FT	728 SF	24 FT	Rural	Minor Art.	473	2038	Four Buttes
S-248	S-248A	C000248A	06487	42.750	1940	2121	S 8(A)	328+62.50	BUTTE CREEK	5	127 FT	27 FT	3429 SF	24 FT	Rural	Minor Art.	473	2038	3 Mi W of Scobey
S-248	S-248A	C000248A	06488	43.140	1940	2121	FAS 8A(1)	348+87.50	DRAINAGE	3	77 FT	27 FT	2079 SF	24 FT	Rural	Minor Art.	473	2038	2 Mi W of Scobey
S-251	S-251A	C000251A	06493	15.497	1948	2788	S-15(2)	819+74.50	DRAINAGE	1	26 FT	27 FT	702 SF	24 FT	Rural	Maj. Coll.	201	2038	20 Mi NE of Poplar
S-251	S-251A	C000251A	06495	20.661	1950	3000	S-15(3)	1092+89.00	DRAINAGE	1	26 FT	26 FT	676 SF	23 FT	Rural	Maj. Coll.	70	2038	25 Mi NE of Poplar

MDT contracted with TD&H Engineering, AE₂S, and Jacobs to complete a Phase 1 assessment of the bridge sites included in this project. Engineering analysis and preliminary plan concepts resulting from the Phase 1 effort are provided for information only and are attached to the RFP. Companies contributing to the Phase 1 work efforts are precluded from proposing on this Design-Build project. Phase 1 analysis information is available for information purposes only as an attachment to this RFQ. Design-Build firms may use this information to support their design and approach.

Project scope of work items related to this design-build project are as follows:

A. Bridges and Highway Sections

1. Preliminary bridge concept plans for each location are attached to this RFQ. Proposing Firms may rely on this information at their own risk.
2. Remove the existing bridges, including the bridge piers and foundations, per the standard specifications.
3. Utilize a 30-year pavement design at the bridge approaches in accordance with Chapter 12 of the MDT Pavement Design Manual.
4. Due to snow drifting issues along these sections of roadway, use an open-rail W830 bridge rail system.
5. Prefabricated bridge elements, including jointed, prestressed, precast longitudinal concrete elements (also known as adjacent precast girder bridge systems) are allowable due to the need to expedite construction. However, mechanisms and features to combat the durability challenges associated with these structure types should be incorporated into the project design.

6. The selected improvement options should appropriately acknowledge and address the guidelines provided in Section 13.3.2.6 of the Montana Structures Manual. For example, the Firm may choose to incorporate transverse post-tensioning for serviceability, or a concrete overlay to provide improved durability. Proposed features related to this design guideline should be included in the proposal.
7. Bridges will be designed to satisfy the Montana Structures Manual.
8. Highway sections will be designed to satisfy Roadside Design Manual.
9. Associated road reconstruction will be designed to minimize reconstruction limits with only minimal design exceptions or deviations for the newly constructed portions of the project.
10. Profile raises at a given location are acceptable to accommodate efficient superstructure depth, low beam requirements, provide deck drainage, or where sag vertical curve corrections are necessary and/or practicable. However, roadway grade raises should be otherwise minimized.
11. The Firm is required to document the selected improvement options' ability to accommodate future corridor improvement alignments within the bridge roadway segment that meet current design standards at each site.
12. Bridge replacements with culverts shall be designed to satisfy Site Specific Considerations - meet safety criteria and accommodate future roadway improvements.
13. The firm will be required to submit the preliminary designs for their bridges and culverts, including any riprap protection/layout if needed, to MDT Glendive District Project Biologist. MDT will then submit these preliminary designs to Montana Fish, Wildlife & Parks (FWP) for their review and comment. FWP may return some suggestions and guidance for MDT and the firm to consider and respond to if necessary, before finalizing a design. FWP has 30-days to complete their review and to return their comments to MDT. MDT will then direct/return them to the firm.
14. The final designs for all bridges and culverts, including any riprap protection/layout, must be submitted to MDT Glendive District Project Biologist at least 90-days in advance of any target date for construction. MDT will then submit these plans to FWP to secure the final SPA-124 Authorization that is required before construction may commence. FWP has 30-days to complete their final review and to return a final SPA-124 Authorization for construction to MDT. MDT will then direct/return it to the firm.
15. The firm will be responsible for coordinating their construction plan with MDT District Environmental Engineer to apply for and secure any temporary facilities authorizations that may be needed from FWP.
16. The required roadway width varies based on the site and route-specific features of each bridge location. Refer to the Phase 1 findings for more information.
17. Refer to the Montana Structures Manual and the AASHTO LRFD Bridge Design Specifications, 9th Edition for additional information and specific bridge design requirements.

B. Abutment Slopes

1. Remove the existing slope protection measures that conflict with the new abutment slopes.
2. Install new scour countermeasures as required through hydraulic analysis.
3. Ensure abutment slopes meet slope stability requirements in accordance with Geotechnical Manual.
4. Work collaboratively with MDT Environmental resources section to address terrestrial and aquatic organism passage.

C. Geotechnical

1. Draft boring log data and geotechnical reports are provided in the Phase 1 Analysis.

2. The Firm will be responsible for reviewing the available geotechnical information, performing additional geotechnical field investigations, laboratory testing, analysis, and designs as dictated by the project needs. The minimum level of subsurface investigations must adhere to LRFD Bridge design specifications and geotechnical manual.
3. Environmental permits may be needed by the firm to complete any additional geotechnical field investigations that would require the operation of equipment and work between the banks and upon the bed of any defined waterway, with or without water, or in a wetland area.
4. The Firm will be responsible for final stamped geotechnical reports, including the geotechnical investigations, laboratory testing, analysis, and design information.
5. Refer to the MDT Geotechnical Manual and the AASHTO LRFD Bridge Design Specifications, 9th Edition for additional information and specific geotechnical design requirements.

D. Hydraulics

1. Phase 1 Hydraulic Phase 1 Hydraulic Analysis Activity 170 is included in the Phase 1 Analysis.
2. The Firm will be responsible for obtaining permits at sites as designated by FEMA as being within a floodplain. Temporary floodplain permits as well as permanent floodplain permits will be required at the sites designated.
3. The Firm will be responsible for reviewing the available hydraulic information, performing additional hydraulic analysis, and model refinement as dictated by the project needs.
4. Develop details for wildlife and fish passage as required for sites identified.
5. Update bridge recommendations and models to reflect established final alignment and grade selected, low beam elevation, span arrangement and pier widths.
6. Provide a final stamped Hydraulics report, including the recommendation, scour analysis, updated hydraulic model, design, and riprap layout with proposed final grading.
7. At each bridge site, design shall include adequate provisions for deck drainage and embankment protectors in accordance with the Montana Structures Manual and Road Design Manual. Provide a memo covering the deck drain design and location for each bridge site.
8. Prepare Hydraulics Data Summary for each site.

E. Right-of-Way

1. MDT is in the process of acquiring additional right-of-way and temporary construction permits for this project. Right-of-way and construction permits will be secured prior to contract award. Limits of the proposed right-of-way were conservatively established through the Phase 1 engineering effort. If the Firm's proposed design at any site extends beyond the existing or acquired right-of-way (either permanently or temporarily), the Firm is required to complete all the necessary right-of-way steps to account for that impact including any additional environmental and cultural review required by MDT.
2. Refer to the MDT Right-of-Way Manual for acquiring any additional property for this project, including construction permits. If additional property is required, Federal requirements for environmental review, valuing and acquiring property, including construction permits, must be followed.
3. The use of a wildlife friendly right-of-way fence design should be encouraged during right-of-way negotiations, and physically configured on the landscape, to promote terrestrial wildlife passage beneath the traffic stream for safety wherever new right-of-way fencing will be erected.
4. The proposed improvements at structure numbers 06486, 06487, and 06488 should incorporate the newly acquired right-of-way which is included in the Phase 1 Analysis.
5. The Firm is responsible for verifying existing right-of-way at each site.

6. The Firm is responsible for negotiating all approach permits for impacted driveways adjacent to the project.
7. Where stock passage is currently occurring or where livestock access is needed, the Firm will be required to negotiate and secure the appropriate agreements.

F. Utilities

1. A Subsurface Utility Engineering Phase 1 survey has been completed as a part of the preliminary engineering analysis and is included as an attachment to this RFQ. The utility locate data is being provided for informational purposes only. The Firm is responsible for providing any supplemental utility data that they feel is necessary to complete design and construction.
2. The Firm should designate a Utility Coordinator responsible for all utility and MDT coordination, permit preparation, and other duties necessary to relocate and/or protect utilities.
3. The Firm is responsible to understand Montana utility reimbursement requirements, proactively identify potential utility relocation, and to price the associated cost and risk accordingly. The Firm, at a minimum, will reimburse the utility companies in accordance with MCA state statute.
4. The Firm is not responsible for relocating utilities unless they are in conflict. A utility may be deemed in conflict if directly impacted or if substandard depths or substandard clearances are caused or made worse with the project. Consult the MDT Utility Manual for depth and clearance requirements.
5. If utility conflicts are unavoidable, it is the Firm's responsibility to coordinate with MDT and the impacted utility company to process the necessary permit application and coordinate the utility relocation. The cost of the coordination and relocation efforts will be borne by the Firm at no additional cost to the project.
6. In accordance with MDT standard procedures, the permitting activity is formally executed between MDT and the utility, but the Firm needs to work with both entities to ensure the permit is obtained prior to relocation.

G. Environmental and Permitting

1. The NEPA Environmental Document (Categorical Exclusion) is in progress for this project. A copy of the executed e-doc will be included as an attachment to the RFP.
2. Wetland delineations and cultural resource investigations were completed to support development of the Categorical Exclusion. Available wetland boundaries and cultural resource information are included as attachments to this RFQ for information. The corresponding Biological Resources Report and Cultural Resources Inventory Report have been completed for this project and are provided as an attachment to the RFQ.
3. Work collaboratively with MDT to address both terrestrial and aquatic organism passage.
4. MDT will require two (2) shape files (.shp) for consultation with the Montana Sage Grouse Habitat Conservation Program. One shape file showing the physical footprint of the existing roadway, and a second shapefile (.shp) showing the full changes to the footprint of the new roadway/bridge and the amount of new right of way acquired for the projects within designated sage grouse habitats only.
5. The Firm will be responsible for reviewing the available environmental resource information, performing additional field investigation, analysis and environmental document re-evaluation as dictated by the project needs. If the proposed improvements deviate from the Phase 1 preliminary concepts provided, additional assessment of environmental impacts, and coordination with resource agencies may be required. These additional activities, if required, must be considered in the proposed project schedule.

6. After the awarded Firm completes the preliminary design for the proposed project locations, schedule a meeting with MDT Environmental Services Bureau staff to discuss project impacts as they relate to the previously completed resource reports and NEPA document.
7. Provide completed applications for all necessary environmental permits and authorizations. Permit applications should include both temporary and permanent facilities and structures required for the project. The Joint Permit Application developed by the Firm for the CWA Section 404, SPA 124 and Tribal Government CW 401 will be reviewed, approved, and submitted by MDT. Other permit applications will be submitted directly to the applicable agencies by the Firm.
8. Spring Creek and Butte Creek have been identified as high value fisheries and aquatic species passage must be accommodated by the proposed improvements. Culverts are not considered an acceptable replacement structure for these crossings.
9. Preliminary bridge and culvert plans that bisect a waterway with a defined bed and bank, with or without water, must be submitted to MDT Environmental Resources Section. MDT Environmental Resources Section will then submit these plans to MTFWP for their review and comment per a signed MOU. Any comments or concerns MTFWP may have about the proposed design will be returned to the Firm to help with the development of the final design.
10. The Final bridge and culvert plans that bisect a waterway with a defined bed and bank, with or without water, must be submitted to MDT Environmental Resources Section. MDT Environmental Resources Section will then submit these plans to MTFWP to secure the final SPA-124 Authorization needed for construction.
11. Asbestos bridge inspections are required should demolition occur 3 years from November 2020. DEQ notification is required prior to demolition work of each structure to verify they have been inspected.

H. Tribal Coordination and Representative

1. Three of the bridges on the project are on or adjacent to the Fort Peck Indian Reservation.
2. Reference the MOU and the PSA Timber Bridges- Glasgow Area for project details.
3. TERO will be paid in accordance with the PSA.

I. Work Zone Safety and Mobility / Traffic Control and Construction Sequencing

1. Level 1 construction zone impacts are anticipated for this project as defined in the Work Zone Safety and Mobility (WZSM) guidance. The plans package will include a Traffic Control Plan (TCP).
2. Maintain at least one lane of traffic at all times during construction at sites located on MT 24, MT 248 and MT 251.
3. Maintain two lanes of traffic at all times during construction at sites located along Highway 2.
4. Construction sites located along Highway 2 must be able to accommodate oversized loads.
5. If Firms choose to pursue a phased construction approach where the existing structures are used to facilitate traffic during construction, the need for temporary shoring must be assessed, due to the deteriorated condition and age of the existing bridges.
6. MDT may consider implementation of short-term full closures if beneficial to the travelling public and project goals. Construction concepts that utilize a full closure or deviate from the requirements listed above, should be included as Alternative Technical Concepts.

J. Public Involvement

1. MDT has hired a Public Involvement consultant that will be responsible for the public relations effort on this project.
2. Provide coordination and support to MDT's Public Involvement consultant.

K. General

1. Salvaged materials from the existing timber bridges should be offered to MDT Maintenance. If Maintenance does not want the materials, it will then be offered to FWP through MDT and/or the appropriate County's roadway division. If FWP determines that they wish to receive any salvaged bridge materials, the firm contractor will be responsible for loading FWP transports once they are on-site.
2. Remove only the vegetation that directly conflicts with a project's construction to minimize the project's environmental effects.
3. Submit final documents and files that include complete CADD design work.
4. Road design and bridge design and layout information may be submitted in Microstation or Autodesk format.
5. MDT will provide construction engineering and inspection services (Quality Assurance and Independent Assurance).
6. Complete the design in U.S. Customary Units (English).
7. Provide all construction staking necessary to construct the project.
8. Provide all road maintenance during construction, including any temporary signing and striping necessary.
9. Provide erosion control required for the project.
10. Submit as-built plans with red-lined corrections of all field changes to the final plans in electronic format.
11. Submit an itemized project-specific list of materials and quantities to be used on the project following the MT-601 format. An updated version of the materials list is required to be submitted on a monthly basis throughout construction.

III. ALTERNATIVE TECHNICAL CONCEPTS

During the Technical Proposal development phase of this project, the short-listed Firms will be afforded the opportunity to propose Alternative Technical Concepts (ATC). MDT will reserve two separate times for confidential one-on-one meetings with each of the short-listed Design-Build Firms to discuss their approach to value-added alternatives and options that deviate from the originally defined scope. MDT will schedule these one-on-one meetings in the order of the Short-list. The guidelines for MDT's ATC process will be included in the Request for Proposal.

IV. SOQ SUBMITTAL REQUIREMENTS

The legal entity (Firm) desiring consideration for this project will submit an electronic copy, not to exceed **sixteen** 8 ½" by 11" pages with a minimum font size of ten. Each page that contains text, graphs, drawings, or other illustrations will be considered in the page limit. The transmittal letter, letters of commitment, proof of insurance, resumes, fronts, backs, and blank section dividers are not included in the page limit.

The prime contractor, design professional, and key personnel (including the individual's employer) cannot team with other partners to submit more than one SOQ per project. The contractor, design professional, and key personnel assigned in the design-build team statement of qualifications cannot change after submittal of the SOQ without prior written approval of MDT. Only one SOQ per Firm is acceptable. Receipt of multiple SOQs from one Firm will disqualify the Firm.

The SOQ must, as a minimum, include information on each of the following criteria:

A. Transmittal and Letter of Commitment

Provide a SOQ transmittal letter that identifies the legal entity (business structure) authorized to render the design-build services and provide a Letter of Commitment executed by each principal company of the Firm's Design-Build team. Include a signed and dated copy of any Addenda issued to the RFQ.

B. Staffing Plan

Identify participating companies and business phone numbers, emails, and addresses of the Firm members. This section must identify the key personnel assigned to this project including:

1. Project Manager
2. Design Manager
3. Construction Manager
4. Quality Control Manager
5. Civil Engineer
6. Structural Engineer

These key personnel, including the companies they are employed with, are exclusive to the Firm and cannot be included on another team.

Provide a logical organization chart that includes the key personnel identified above and all support discipline staff. Identify all subcontracted work, whether or not a specific company has been selected at this time. Include in the organizational chart the following project critical support staff:

1. Geotechnical Engineer
2. Hydraulics Engineer
3. Environmental Manager
4. Utility Coordinator
5. Traffic Control Manager

Provide one-page resumes for the assigned key personnel and other critical support staff, which includes project duties and qualifications. The resumes should focus on the scope of work items for this specific project, and must include:

1. Individual name, title, and professional licensure where applicable
2. Office location
3. List of project duties, individual expertise, experience, and training

Provide a summary of the project duties and qualifications of the assigned key personnel and other critical support staff. This summary should focus on the scope of work items for this specific project, and must include: Individual name, title, professional licensure where applicable, office location, list of project duties, individual expertise, experience, and training. For each of the key personnel described herein, provide a maximum of four examples of previous and/or current relevant project experience, as it relates to these services. Describe their project duties and the similarities of the work to this project. *Maximum Pages = 8. Scoring weight = 400 points.*

C. Design-Build Experience

Provide a list of active and/or recently completed design-build projects or projects similar to this project, including:

1. Starting, completion, and/or anticipated completion dates
2. Project budget

3. Name of owner
4. Name and telephone numbers of Owner's project representative
5. Names of Firm team members that performed engineering design and/or construction activities

Past experience may be drawn from projects contracted by MDT, other DOTs, private industry, or local governments. Design-Build experience is preferred, but not required, to make the Short- list. *Maximum pages = 2. Scoring weight =150 points.*

D. Other Experience

Provide a list of active and/or recently completed projects similar to this project other than design-build projects, including:

1. Starting, completion, and/or anticipated completion dates
2. Project budget
3. Name of owner
4. Name and telephone numbers of Owner's project representative
5. Names of Firm team members that performed engineering design and/or construction activities

Maximum pages = 2. Scoring weight = 150 points.

E. Project Approach

Address significant design and construction issues/constraints.

1. Demonstrate approach to labor challenges, material supply, resource allocation, coordination challenges, and traffic management.
2. Discuss design and construction methods that minimize public impacts, minimize environmental impacts, reduce future maintenance costs, reduce overall project costs, and accelerated project delivery by reducing the total project duration.

Maximum pages = 4. Scoring weight = 300 points

Final SOQ scoring for the Staffing Plan (Criterion No. B) described above will be carried forward into the future Technical Proposal scoring. The numerical score for this criterion will represent 25% of the Firm's final Technical Proposal score. Upon being short-listed the Firm will not have an opportunity to revise or amend their staffing writeup. The staffing plan is considered a critical factor in the selection of the most qualified Design-Build team. The other review criteria outlined in this RFQ (i.e., Criterion A, C, D, and E) will not be carried forward or considered in the scoring of the Technical Proposal.

Note that the SOQ and Technical Proposal scores will not be shared with the Firm's prior to award of the project to the successful proposer. Successful and unsuccessful Firms will have an opportunity to review their scores after the project has been awarded.

ESTIMATED COST: \$29 to \$35 Million

STIPEND: \$200,000 **

** Only the unsuccessful short-listed Firms will receive the stipend, which is partial compensation for the cost to prepare a proposal. The successful Firm will not receive a stipend payment. The unsuccessful short-listed Firms will only receive the stipend if their proposal is determined to be responsive by MDT.

V. TECHNICAL QUESTIONS

Commencing with the formal advertisement of this Request for Qualifications, and extending through the selection of the DB Firm, contact between the Firms and the Department (questions and responses to questions) will only be through the following methods:

- The Pre-Proposal Meeting.
- The Department's Question and Answer Forum (linked below).
- MDT's ATC process

Any contact outside of these methods determined to be improper, at the sole discretion of the Department, will result in a lower technical score, and potentially disqualification.

Questions are to be posted on MDT's "Question and Answer Forum" found at the website:

<http://www.mdt.mt.gov/business/contracting/qacurrent.shtml>

Questions must be posted at least 48 hours before the SOQ is due to MDT. MDT will provide an Answer posted on the same "Question and Answer Forum." MDT will make every effort to post the answer within 48 hours after the time Question was posted.

VI. INSURANCE REQUIREMENTS

The Firm contracting with MDT, or the Design Professional members of the Firm's team, must provide evidence in the SOQ of their ability to obtain Professional Liability Insurance covering errors and omissions in the amount of \$1,000,000.00. Evidence will be in the form of a letter from an insurer, or a Montana Resident Agent for an insurer, indicating ability to provide such insurance. The insurer must be licensed to do business in the State of Montana. Project specific insurance is insurance covering only this project.

VII. BONDING REQUIREMENTS

A proposal guaranty in an amount not less than ten percent (10%) of the total Bid Price Proposal amount will accompany each Firm's Bid Price Proposal. The guaranty must be in the form of a surety bond, payable to MDT. The surety on any proposal bond will be a company recognized to execute bid bonds for contracts of the Federal Government. The guaranty will stand for the Firm's obligation to timely and properly execute the contract and supply all other submittals required by the contract. The amount of the guaranty will be a liquidated sum that will be due in full in the event of default, regardless of the actual damages suffered. The proposal guaranty of all Firms will be released at such time as the successful Firm has complied with the condition stated herein, but not prior to that time.

The Firm who will be contracting with MDT must have a bonding capacity of at least 100% of the Bid Price Proposal amount for a single contract. The Firm must provide evidence of its ability to be bonded for a single contract in the amount of at least the Bid Price Proposal amount. Evidence of this single contract bonding capacity may be in the form of either a letter from the Firm's Surety Company indicating a single contract bonding capacity in excess of the Bid Price Proposal amount or a copy of a performance and payment bond issued within the past twelve months, in the amount of at least the Bid Price Proposal amount for any past single contract of the Firm. The successful Firm will be required to maintain in effect throughout the life of the contract a performance and payment bond for 100% of the contract amount. The Surety Company must be authorized to do business in the State of Montana.

VIII. TENTATIVE SCHEDULE OF EVENTS

<u>DATE</u>	<u>EVENT</u>
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)
12/20-12/23/2021	1 st Week of One-on-One Meetings (various times and locations TBD)
01/10/2022- 01/14/2022	2 nd Week of One-on-One Meetings (various times and locations TBD)
01/31/2022- 02/04/2022	Receipt of Alternative Technical Concepts (ATC’s) - Cutoff Date by 11:00 am MST
03/14/2022	Technical Proposal Due Date by 11:00 am MST
03/31/2022	Q&A Forum Closes at 5:00 pm MST
4/7/2022	Bid Price Proposal Due Date by 11:00 am MST, Public Bid Price Proposal Opening at 11:00 am in MDT Commission Room, 2701 Prospect Avenue, Helena, MT

The Firm will establish the Contract Time in their Technical and Bid Price Proposals. The Substantial Completion Date may be no later than November 15, 2024 with Final Completion no later than August 21, 2025. Credit will be given to firms who propose earlier completion dates.

IX. DISADVANTAGED BUSINESS ENTERPRISES (DBE) GOAL

In accordance with 49 Code of Federal Regulations Part 26, the proposed overall DBE goal for MDT is 6.5%. MDT encourages the use of DBE-certified companies. The DBE Goal for this project is 0.0%. The DBE Schedule of Participation that must be completed and submitted with the Bid Price Proposal will be included as an attachment to the RFP.

MDT will not discriminate on the basis of race, color, national origin or sex in the award, performance or administration of any MDT contract or in the administration of its DBE program (49 CFR Part 26). MDT attempts to provide reasonable accommodations for any known disability that may interfere with a person participating in any service, program or activity of the department. Alternate accessible formats of this document will be provided upon request. If reasonable accommodation is needed to participate in MDT bid lettings, call the Office of Civil Rights at 444-6331 or TTY 1-800-335-7592 (toll free) or Montana Relay at 711. Accommodation requests must be made at least 48 hours prior to the meeting.

X. GENERAL

This project is under the jurisdiction of the Glendive District Administrator.

XI. CONTRACTOR REGISTRATION

Montana law requires all contractors to register with the Montana Department of Labor. On Federal Aid projects, contractors must register prior to executing a contract. On State-funded projects, contractors must be registered prior to submitting a Proposal. For information regarding this requirement, contact the Department of Labor at 1-406-444-7734 or TTY 1-406-444-5549.

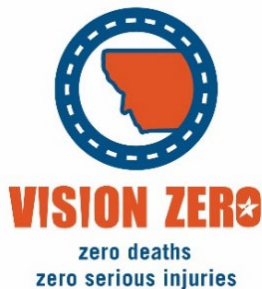
XII. ATTACHMENTS

- A. SOQ Evaluation Criteria
- B. Zone Pay Multiple Locations
- C. Phase 1 Analysis

**MONTANA DEPARTMENT OF TRANSPORTATION
HIGHWAYS DIVISION**

Loran Frazier, Chair
Montana Transportation Commission

Malcolm "Mack" Long
Director of Transportation



Montana Department of Transportation

2701 Prospect
PO Box 201001
Helena MT 59620-1001

Greg Gianforte, Governor
Malcolm "Mack" Long, Director

SOQ EVALUATION CRITERIA

Each voting member of the Technical Review Committee (TRC) will review and evaluate the SOQ received. Each evaluation criteria is assigned a Scoring Weight ranging from 150 to 400 points. Individual TRC members will provide a ranking for each criterion based on a 0 to 10 scale, with 10 being best. The Scoring Weight assigned each criteria will be multiplied by the TRC member Ranking and added together providing a maximum possible Total Score of 10,000 points per member per SOQ. The SOQ will be evaluated based on the following Scoring Guide and SOQ Evaluation Criteria Scoring Table.

SCORING GUIDE

(9.0-10.0): Response will be a highly comprehensive, excellent reply that meets all of the requirements of the areas within the specific criteria. In addition, the response covers areas not originally addressed in the RFQ evaluation criteria and includes additional information and recommendations that would prove both valuable and beneficial to MDT. This response is considered to be an excellent standard, demonstrating the Firm's authoritative knowledge and understanding of the project.

(7.5-8.9): Response will provide useful information, while showing experience and knowledge within the evaluation criteria. The response is well thought out and addresses all requirements set forth in the RFQ. The Firm provides insight into their expertise, knowledge and understanding of the subject matter outlined in the criteria. This response demonstrates an above average performance with no apparent deficiencies noted.

(6.0-7.4): Response meets all the requirements of the RFQ. The Firm has demonstrated an average knowledge and understanding of the subject matter outlined in the criteria.

(4.0-5.9): Response minimally meets the requirements of the RFQ. The Statement of Qualifications is considered responsive with minor requirements missing. The Firm has demonstrated a below average knowledge of the subject matter as outlined in the criteria.

(0.0-3.9): Response does not meet the requirements of the RFQ. The Firm has not demonstrated knowledge of the subject matter outlined in the RFQ, fails to address one or more requirements of the RFQ, or has proposed a deviation from the RFQ requirements and the response is considered inadequate.

1. ZONE PAY (MULTIPLE LOCATIONS) [102] (ADDED 5-10-18)
For the purposes of this contract, all locations are considered Zone 3