



**COLORADO
DEPARTMENT OF TRANSPORTATION
REGION 2**

REQUEST FOR QUALIFICATIONS

**I-25 North - Woodmen Road to Monument
DESIGN-BUILD PROJECT**

**PROJECT NO. I 025A-016
Sub Account Number
18842**

May 17, 2012

STATEMENTS OF QUALIFICATIONS DUE: July 11, 2012



TABLE OF CONTENTS

	<u>Page</u>
1.0 INTRODUCTION.....	1
1.1 Procurement Process.....	1
1.2 Project Goals.....	1
1.3 Submitter Information.....	1
2.0 BACKGROUND INFORMATION; RFQ PROCESS	2
2.1 Project Description; Scope of Work	2
2.1.1 <i>Alternative Configuration Concepts</i>	2
2.2 Estimated Cost; Maximum Time Allowed	2
2.3 Project Schedule.....	2
2.4 CDOT Project Management; Ex Parte Communications	3
2.5 Questions and Clarifications; Addenda	3
2.6 Major Participant	4
2.7 Ineligible Firms.....	4
2.8 Organizational Conflicts of Interest.....	4
2.9 Changes to Organizational Structure	5
2.10 Past Performance or Experience	5
2.11 Equal Employment Opportunity	5
2.12 Disadvantaged Business Enterprises.....	5
3.0 CONTENT OF SOQs AND CONFIDENTIALITY	6
3.1 Introduction.....	6
3.2 Submitter Experience.....	6
3.2.1 <i>Submitter Experience</i>	6
3.2.2 <i>Current and Projected Workload</i>	7
3.2.3 <i>Contractor Safety Statistics</i>	7
3.3 Organizational and Key Personnel.....	7
3.3.1 <i>Organizational Chart(s)</i>	7
3.3.2 <i>Resumes of Key Personnel</i>	8
3.3.3 <i>Minimum Requirements of Key Personnel</i>	9
3.4 Project Understanding and Approach	11
3.5 Project Management Approach.....	12
3.6 Legal and Financial.....	12
3.6.1 <i>Acknowledgment of Clarifications and Addenda</i>	12
3.6.2 <i>Organizational Conflicts of Interest</i>	12
3.6.3 <i>Legal Structure</i>	13
3.6.4 <i>Bonding Capability</i>	13
3.6.5 <i>Submitter Information</i>	13
4.0 SOQ SUBMITTAL REQUIREMENTS	14
4.1 Due Date, Time, and Location.....	14
4.2 Format	14
4.3 Quantities	14



	<u>Page</u>
5.0 EVALUATION PROCESS	15
5.1 SOQ Evaluation	15
5.2 SOQ Evaluation and Scoring	15
5.3 Determining Short Listed Submitters	15
5.4 Notification of Short Listing	16
5.5 Interviews.....	16
5.6 Debriefing Meetings	16
6.0 PROCUREMENT PHASE 2	16
6.1 Request for Proposals	16
6.2 RFP Content.....	17
6.2.1 RFP Structure	17
6.2.2 RFP Information	17
6.3 Alternative Configuration Concepts Meeting	17
6.4 Proposals Submitted in Response to the RFP	17
6.5 Proposal Evaluations.....	17
6.6 Stipends.....	17
7.0 PROTEST PROCEDURES	18
7.1 Protests Regarding RFQ	18

FORMS

- FORM A – Submitter Information
- FORM B – Contractor Safety Statistics
- FORM C – Summary of Comparable Contracts in Past Ten (10) Years
- FORM D – Receipt of Addenda/Clarifications
- FORM E – Certificate of Prequalification



1.0 INTRODUCTION

The Colorado Department of Transportation (CDOT), Region 2, is requesting Statements of Qualifications (“SOQs”) from entities (“Submitters”) interested in submitting proposals for the North I-25 reconstruction and widening Design-Build Project (the “Project”). The Project will be funded with state and federal-aid dollars, thereby requiring that the Submitters adhere to all pertinent federal, state, and local requirements.

1.1 PROCUREMENT PROCESS

CDOT will use a two-phase procurement process to select a design-build contractor to deliver the Project. This Request for Qualifications (this “RFQ”) is issued as part of the first phase to solicit information, in the form of SOQs, that CDOT will evaluate to determine which Submitters are the most highly qualified to successfully deliver the Project. CDOT will short list at least three (if any) but not more than five most highly qualified Submitters that submit SOQs. In the second phase, CDOT will issue a Request for Proposals (the “RFP”) for the Project to the short listed Submitters. Only the short listed Submitters will be eligible to submit proposals for the Project. Each short listed Submitter that submits a proposal in response to the RFP (if any) is referred to herein as a “Proposer.” CDOT will award a design-build contract for the Project (if any) to the Proposer offering the best value, to be determined as described in the RFP.

1.2 PROJECT VALUES AND GOALS

The following values have been determined as critical for the successful completion of this project:

- Safety
- Quality
- Integrity
- Communication/Teamwork
- Excellence

The following goals have been established for the Project:

1. Alleviate corridor congestion with expansion and augmentation of other transportation elements.
2. Minimize the effects of the project to the surrounding natural environment.
3. Reduce project impacts on travelers.
4. Complete construction by December 31st, 2014

1.3 SUBMITTER INFORMATION

To allow receipt of any addenda or other information regarding this RFQ, each Submitter is solely responsible for ensuring that CDOT’s Project Manager, as described in [Section 2.4](#), has the contact person’s name and e-mail address. If an entity intends to submit a proposal as part of a team, the entire team is required to submit a single SOQ as a single Submitter.



2.0 BACKGROUND INFORMATION; RFQ PROCESS

2.1 PROJECT DESCRIPTION; SCOPE OF WORK

Interstate 25 (I-25) is a major commercial corridor for interstate commerce among the states of New Mexico, Colorado, and Wyoming, as well as international commerce among the United States, Mexico, and Canada. It connects more than three million residents of Denver, Colorado Springs, Pueblo, and several major cities in northern Colorado. I-25, within the project limits, is currently a four lane facility, with a northbound auxiliary lane running between Woodmen to North Academy Blvd. and North Academy Blvd. to Briargate Parkway and a southbound auxiliary from Briargate Parkway to North Academy Blvd.

The purpose of the Project is to - at a minimum - increase capacity by providing one additional through-lane in each direction, with auxiliary lanes between interchanges. The basic configuration limits are from the Woodmen Rd. Interchange (Exit 149) to Monument Interchange (Exit 161), with auxiliary lanes between interchanges from the Woodmen Rd Interchange to south of the Interquest Parkway Interchange. Key elements of the project include: increasing capacity to 6 through-lanes (with auxiliary lanes) on I-25, replacement of the NB and SB Black Squirrel Creek bridges, removal and relocation of the Ackerman Overlook, construction phasing, safety improvements, drainage improvements, permanent water quality elements, and temporary erosion control. There will be a temporary configuration on I-25 within the limits of the future Powers Blvd. Interchange.

I-25 shall be widened, milled and overlaid – except on I-25 southbound (SB) between Woodmen Rd and Black Squirrel Creek, and Black Forest Creek and Monument Interchange, where full reconstruction is required to match the northbound (NB) profile. CDOT’s Pavement Selection Committee has determined that hot mix asphalt (HMA) is the preferred pavement for use on this project.

Additional Requested Elements (AREs) will also be included in the project, to maximize use of available construction budget.

2.1.1 ALTERNATIVE CONFIGURATION CONCEPTS

Alternative Configuration Concepts (ACCs) are alternatives to the Contract requirements that are equal to, or better in, quality or effect – as determined by CDOT in its sole discretion. CDOT encourages the Proposer to recommend ACCs for pavement structures and other design concepts.

2.2 ESTIMATED COST; MAXIMUM TIME ALLOWED

At this time, the estimated design-build contract fixed price amount is \$60 million, it is anticipated that an additional \$6 million will be added to the project. The reconstructed highway will be required to be completed by December 31st, 2014.



2.3 PROJECT SCHEDULE

The deadline for submitting RFQ questions, and the SOQ due date stated below, apply to this RFQ. CDOT also anticipates the following additional Project milestone dates. This schedule is subject to revision by the RFP and addenda to this RFQ.

➤ Issue RFQ	May 17, 2012
➤ Deadline for submitting written RFQ questions	May 31, 2012
➤ CDOT response to all questions	June 13, 2012
➤ Final RFQ addendum issued	June 20, 2012
➤ SOQ due date	July 11, 2012
➤ Evaluation of SOQs complete	July 12-20, 2012
➤ Notify short listed Submitters	July 25, 2012
➤ Issue draft RFP to Short List	July 30, 2012
➤ Industry review of draft RFP	August 20-24, 2012

2.4 CDOT PROJECT MANAGEMENT; EX PARTE COMMUNICATIONS

Daniel Hunt is the Project Manager, and is CDOT's sole contact person and addressee for receiving all communications regarding the Project. All inquiries and comments regarding the Project, and the procurement thereof, must be made by e-mail or letter. Only written inquiries will be accepted:

Mail: Daniel Hunt, P.E.
Delivery: Design-Build Project Manager
Colorado Department of Transportation
Region 2 North Program
1480 Quail Lake Loop, Suite A
Colorado Springs, CO 80906
E-mail: daniel.hunt@dot.state.co.us

During the Project procurement process, commencing with issuance of this RFQ and continuing until award of a contract for the Project (or cancellation of the procurement), no employee, member, or agent of any Submitter shall have ex parte communications regarding this procurement with any member of CDOT or the Federal Highway Administration, their advisors, or any of their contractors or consultants involved with the procurement, except for communications expressly permitted by this RFQ (or subsequent to issuance of the RFP, except for communications expressly permitted by the RFP). Any Submitter engaging in such prohibited communications may be disqualified at the sole discretion of CDOT's Project Manager.

2.5 QUESTIONS AND CLARIFICATIONS; ADDENDA

Questions and requests for clarification regarding this RFQ must be submitted in writing to CDOT's Project Manager, as described in Section 2.4. To be considered, all questions and requests must be **received by 4:00 pm, Mountain Standard Time**, on the date indicated in Section 2.3.



CDOT reserves the right to revise this RFQ at any time before the SOQ due date. Such revisions, if any, will be announced by addenda to this RFQ.

CDOT will use the following guidelines when responding to questions and requests for clarification and issuing addenda:

- Questions and requests for clarification will be posted to CDOT’s project webpage at <http://www.coloradodot.info/projects/I25NorthCOSDB> as soon as they are received. Submitter’s names will not be identified.
- CDOT will answer questions and requests for clarification by posting responses to CDOT’s project webpage at <http://www.coloradodot.info/projects/I25NorthCOSDB>
- CDOT will send an e-mail notification to the contact person for every Submitter as soon as each addendum or clarification is issued. The notification will include an electronic copy of the addendum or clarification, when possible.

2.6 MAJOR PARTICIPANT

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 15% or greater interest in the Submitter; any subcontractor(s) that will perform work valued at 10% or more of the overall contract amount; the lead engineering/design firm(s); and each engineering/design sub-consultant that will perform 20% or more of the design work.

2.7 INELIGIBLE FIRMS

CDOT has determined that the ineligible firms for this project are as follows:

- RESPEC Consulting and Services (formerly Moser & Associates)
- HDR Inc.
- Short Elliott Hendrickson Inc.

Requests for determination regarding this eligibility requirement may be submitted in writing to the Point of Contact identified in Section 2.4 of this RFQ.

2.8 ORGANIZATIONAL CONFLICTS OF INTEREST

The Submitter’s attention is directed to 23 CFR Section 636 Subpart A, and in particular to Subsection 636.116 regarding organizational conflicts of interest. Section 636.103 defines “organizational conflict of interest” as follows:

Organizational conflict of interest means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the owner, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.



The Submitter is prohibited from receiving any advice or discussing any aspect relating to the Project or the procurement of the Project with any person or entity with an organizational conflict of interest, including, but not limited to RESPEC Consulting and Services (formerly Moser & Associates), HDR Inc. and Short Elliott Hendrickson Inc. Such persons and entities are prohibited from participating in any Submitter organization relating to the Project.

The Submitter agrees that if, after award, an organizational conflict of interest is discovered, the Submitter must make an immediate and full written disclosure to CDOT that includes a description of the action the Submitter has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, CDOT may, at its discretion, cancel the design-build 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 CDOT, CDOT may terminate the contract for default.

CDOT may disqualify a Submitter if any of its Major Participants belong to more than one Submitter organization.

2.9 CHANGES TO ORGANIZATIONAL STRUCTURE

Key Personnel or Major Participants identified in the SOQ may not be removed, replaced, or added without the written approval of CDOT. CDOT may revoke an awarded contract if any Key Personnel or Major Participant identified in the SOQ is removed, replaced, or added to without CDOT's written approval. To qualify for CDOT's approval, the written request must 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. CDOT will use the criteria specified in this RFQ, and the qualification submitted by the Submitter in the SOQ, to evaluate all requests. Requests for removals, replacements, and additions must be submitted in writing to CDOT as described in Section 2.4.

2.10 PAST PERFORMANCE OR EXPERIENCE

Past performance or experience does not include the exercise or assertion of a person's legal rights.

2.11 EQUAL EMPLOYMENT OPPORTUNITY

The Submitter will be required to follow Federal Equal Employment Opportunity (EEO) policies.

CDOT will affirmatively assure that on any project constructed pursuant to this advertisement, equal employment opportunity will be offered to all persons without regard to race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.



2.12 DISADVANTAGED BUSINESS ENTERPRISES

It is the policy of CDOT that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, and other small businesses shall have the opportunity to compete fairly in contracts financed in whole or in part with public funds. Consistent with this policy, CDOT 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. CDOT has established a DBE program in accordance with regulations of the DOT, 49 CFR Part 26. In this regard, the contractor 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. Additional DBE requirements will be set forth in the RFP.

See webpage <http://www.coloradodot.info/projects/I25NorthCOSDB> for the DBE Specifications.

CDOT has determined that the Project will have a Construction DBE goal of 8%, a Design DBE goal of 4%, with a total DBE goal of 12%. CDOT's updated directory of DBE contractors can be viewed at the following website:
http://www.dot.state.co.us/App_UCP/Index.cfm

3.0 CONTENT OF SOQS AND CONFIDENTIALITY

This section describes specific information that must be included in the SOQ. SOQs must follow the outline of Section 3.0. Submitters shall provide brief, concise information that addresses the requirements of the Project consistent with the evaluation criteria described in this RFQ.

Documents submitted pursuant to this RFQ will be subject to the Colorado Open Records Act, C.R.S. §§ 24-72-201, *et. seq.* Information clearly marked as confidential and proprietary will be kept confidential by CDOT, unless otherwise provided by law. The Colorado Open Records Act provides that "Trade secrets, privileged information, and confidential commercial, financial, geological, or geophysical data furnished by any person" to a state agency will not be produced in response to an open records request. CDOT will notify the Submitter if a request is made for such information, and the denial is challenged, so that the Submitter may take any action it deems necessary to defend the challenge. The Submitter, not CDOT, shall be the entity responsible for defending against Colorado Open Records Act disclosures for any records claimed by the Submitted to be confidential and proprietary.

3.1 INTRODUCTION

Provide a letter stating the business name, address, business type (e.g., corporation, partnership, joint venture), business information, and roles of the Submitter and each Major Participant in Form A. Identify one contact person and his or her address, telephone and fax numbers, and e-mail address. CDOT will send all Project-related communications to this contact person on behalf of the Submitter during the procurement process. Authorized representatives of the Submitter organization must sign Form A. If the Submitter is a joint venture, all joint venture members must sign Form A. If the Submitter is not yet a legal entity, the Major Participants must sign Form A. Each joint venture member must certify the truth and correctness of the contents of the SOQ. The introduction of the SOQ must include a "Title Page" and "Table of Contents."



3.2 SUBMITTER EXPERIENCE

CDOT will evaluate the capabilities of the Submitter organization to effectively deliver the Project.

3.2.1 Submitter Experience

Describe the experience, up to a maximum of four design-build or major highway projects that the Submitter (if the Submitter is not yet existing or is newly formed, please explain) and each Major Participant has managed, designed, and/or constructed by completing Form C. For the projects in which several of the proposed Major Participants were involved, the Submitter may provide a single project description. Highlight experience relevant to the Project that the Submitter/Major Participants have gained in the last five years. Cite projects of similar size and scope to that anticipated for the Project. Describe the experiences that could apply to the Project. In particular, demonstrate experiences in each of the following areas:

1. Urban freeway reconstruction under traffic
2. Construction/reconstruction using innovative designs, methods, and materials
3. Construction in environmentally sensitive areas
4. Design and construction project activity integration
5. Managing and controlling the project Quality Control process
6. Public information and other operational elements
7. Environmental Compliance primarily related to Environmental Assessment Commitments, temporary erosion control, and permanent water quality

Each project description must include the following information:

1. Name of the project and either the owner's contract number or state project number
2. Owner's name, address, contact person, and current telephone and fax numbers
3. Description of original project schedule milestones and project completion schedule milestones for design and construction, and any innovative ideas that were incorporated into the project
4. Description of the work or services provided and percentage of the overall project actually performed
5. Description of original scope and project budget, and final project cost at completion
6. Description of quality management program used on the project and its effectiveness

3.2.2 Current and Projected Workload

In addition to the Submitter Experience requirements listed above, also provide a brief statement of current and projected workloads, including work previously awarded by CDOT.

3.2.3 Contractor Safety Statistics

Provide the general partners or joint venture members (contractors only) safety statistics for the last three years by completing Form B.



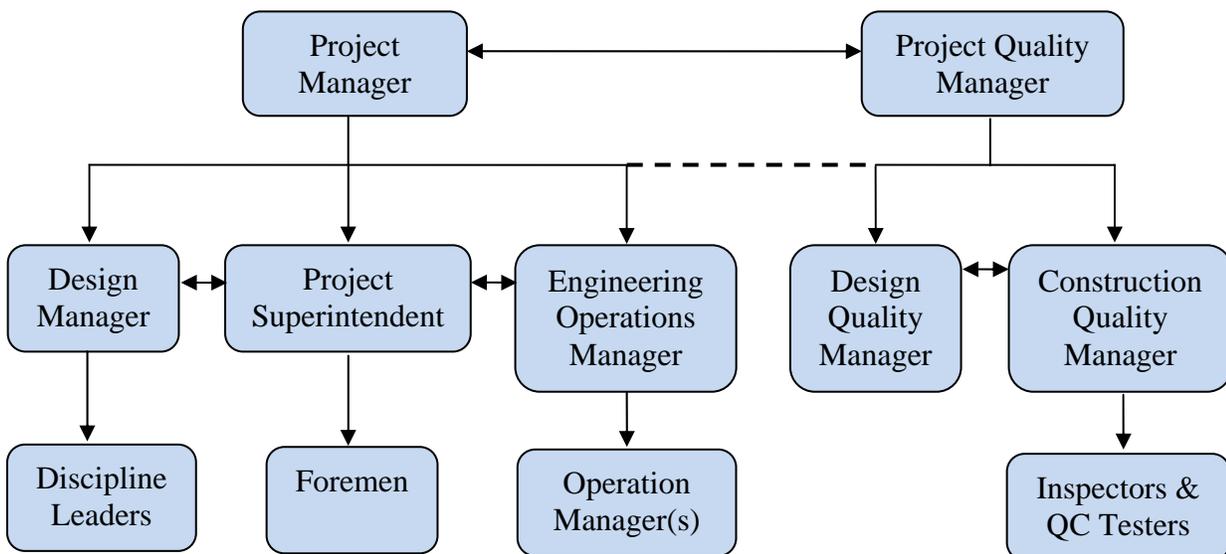
3.3 ORGANIZATION AND KEY PERSONNEL

3.3.1 Organizational Chart(s)

Provide organizational chart(s) showing the structure of the organization with lines identifying participants who are responsible for major functions to be performed and their reporting relationships in managing, designing, and building the Project. The chart(s) must show the functional structure of the organization down to the design discipline leader or construction superintendent level and must identify Key Personnel by name. Indicate the anticipated percent of each Key Personnel’s time that would be committed to the Project and location of each Key Personnel from which they will work. Identify the Submitter and all Major Participants in the chart(s). Identify the critical support elements and relationships of project management, project administration, construction management, quality control/quality assurance, safety, environmental compliance, and subcontractor administration. For each organizational chart(s), provide a brief, written description of significant functional relationships among participants and how the proposed organization will function as an integrated design-build team.

3.3.2 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 one page 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 qualifications for Key Personnel of the Project. Personnel who staff these key functions listed below shall be identified in the required organizational chart(s) (as described in Section 3.3.1).





- Project Manager
 1. Design Manager
 2. Project Superintendent
 3. Operations Engineering Manager(s)
 - a) Safety
 - b) Maintenance of Traffic
 - c) Water Quality
 - d) Environmental
 - e) Public Information Officer
- Project Quality Manager(s)
 1. Design Quality Manager
 2. Construction Quality Manager

Include the following items on each resume:

- 1.) Relevant licensing, registration, certifications and training
- 2.) Years of experience performing similar work
- 3.) Length of employment with current employer
- 4.) Title, roles, and responsibilities on any of the Projects listed in Section 3.2.1 above

3.3.3 Minimum Requirements of Key Personnel

The following provides a brief job description and minimum requirements of the Key Personnel assigned to the Project. Key Personnel will be evaluated, in part, based on the extent they meet and/or exceed such requirements. Any licenses or certifications that are required to meet the requirements of the RFQ shall be in place by the time the Notice to Proceed is issued.

A. Project Manager

- The Contractor Project Manager will be responsible for overall design, construction, quality management, and contract administration for the Project. This person shall be assigned to the Project full time and will be required to be on site for the duration of the Project.
- Shall have at least five (5) years of recent experience managing the design and construction of major urban freeway systems.

B. Project Quality Manager

- Must work under the direct supervision of the Contractor Executive Management team (to whom the Project Manager reports).
- Responsible for the Contractor quality program, quality personnel, quality planning, assurance activities independent of production, quality system procedures enforcement, development and implementation of the quality program objectives, total system quality and management, quality records and documentation, and review and approval of the Quality Program Manual prior to submittal to CDOT.
- Shall be responsible for operational elements and aspects of the project such as construction phasing, MOT, environmental compliance, etc.



- Shall have the authority and duty to stop any and all work that does not meet the standards, specification, or criteria established for the Project.
- Must be a registered professional engineer in the State of Colorado
- Shall have at least five (5) years of recent experience developing, implementing, and overseeing quality programs.

C. Design Quality Manager

- If a separate individual, must work under the direct supervision of the Contractor Quality Manager and the Contractor Executive Management team.
- Responsible for verifying and providing confidence that the design work meets or will meet the contractual requirements.
- Shall have the authority and duty to stop any and all work that does not meet the standards, specifications, or criteria established for the Project.
- The Design Quality Manager must be available on site as necessary for the duration of the Project.
- Must be a registered professional engineer in the State of Colorado.
- Shall have at least five (5) years of recent experience overseeing the design of major urban highways.

D. Construction Quality Manager

- If a separate individual, must work under the direct supervision of the Contractor Quality Manager and the Contractor Executive Management team.
- Responsible for verifying and providing confidence that the construction work meets or will meet the contractual requirements, managing the Contractor's workmanship inspections, implementing quality planning, overseeing quality assurance testing and inspections, and coordinating with CDOT's verification testing and inspections and construction independent assurance.
- The Construction Quality Manager must be available on site as necessary for the duration of the Project.
- Must be a registered professional engineer in the State of Colorado.
- Shall have at least five (5) years of recent experience overseeing the inspection and materials testing on major highway construction projects.

E. Design Manager

- The Design Manager will be responsible for ensuring that the overall Project design is completed and design criteria requirements are met.
- The Design Manager must work under the direct supervision of the Contractor Project Manager.
- Must be a registered professional engineer in the State of Colorado.
- Shall have at least five (5) years of recent experience in managing the design of major urban freeways.

F. Project Superintendent

- The Project Superintendent must be on site during all construction activities.
- Should have at least five (5) years of recent experience in highway and bridge construction, on similarly sized or larger projects.



- Should be experienced with managing project schedules and budgets, for similarly sized or larger projects.

G. Operations Engineering Manager

- The Operations Engineering Manager must be on site during all construction activities.
- Should have at least five (5) years of recent experience in highway and bridge construction, coordinating between Water Quality, Maintenance of Traffic, Safety, Public Information, and Environmental.
- Should be experienced with managing project schedules and budgets, for similarly sized or larger projects.

H. Maintenance of Traffic Engineering Manager

- Must be a registered professional engineer in the State of Colorado.
- Experience in construction phasing, work zone traffic control plan design, lighting design, signing design, and work zone safety.
- Shall have at least five (5) years of recent experience in traffic engineering and traffic management on similar projects.

I. Safety Manager

- The Safety Manager must not be under the direct supervision of construction personnel and will report directly to the Contractor Project Manager.
- Must be on site for the duration of the Project.
- The Safety Manager shall have the authority to stop any and all work when unsafe conditions are present.
- The Safety Manager must be familiar with Work Zone Safety Regulations and should have at least five years of recent experience working in roadway Work Zone Safety and Occupational Safety and Health Administration (OSHA) Regulations.

J. Public Information Officer

- Shall have at least five years of recent experience with coordinating public information on public projects.
- Shall have relevant media or governmental experience with large projects.
- A college degree in Communications, Journalism, or appropriate field of study is desirable.

K. Water Quality Manager

- Shall have a minimum of five years of recent experience in construction monitoring, water quality and environmental documentation.
- Shall have experience with Regulatory Agencies.
- Shall have current Erosion Control Supervisor Certification and training.
- Shall have experience, certification and training for wetlands mitigation, storm water management, Threatened and Endangered Species, Aquatic habitat, other.



L. Environmental Manager

- College education with background in Environmental Engineering or Natural Resources.
- Shall have a minimum of five years of recent experience in construction monitoring, water quality and environmental documentation.
- Shall have experience with Regulatory Agencies.
- Shall have current Erosion Control Supervisor Certification and training.
- Shall have experience, certification and training for wetlands mitigation, storm water management, Threatened and Endangered Species, Aquatic habitat, other.

3.4 PROJECT UNDERSTANDING AND APPROACH

Provide, at a conceptual level, your understanding of, and your approach to, successfully delivering the Project by meeting or exceeding the established Project values and goals (see Section 1.2). The information provided pursuant to this Section 3.4 is considered proprietary and should be marked CONFIDENTIAL by the Submitters.

3.5 PROJECT MANAGEMENT APPROACH

Provide your understanding of and approach to the following items:

- Operational Management
 - a. Safety
 - b. Public Information and Involvement
 - c. Environmental (Compliance)
 - d. Water Quality
 - e. Maintenance of Traffic
- Quality Management
- Schedule Management
- Design and Construction Management
- Stakeholder Management including CDOT, the City of Colorado Springs, Colorado Springs Utilities, and the U.S. Air Force Academy
- Partnering
- Underutilized Disadvantaged Business Enterprise/Equal Employment Opportunity (UDBE/EEO) Plan

The information provided pursuant to this Section 3.5 is considered proprietary and should be marked CONFIDENTIAL by the Submitters.

3.6 LEGAL AND FINANCIAL

The information required in response to Section 3.6 shall be submitted as Appendix B – Legal and Financial. Information provided in response to this section will not count towards the overall page limitation defined in Section 4.2.

3.6.1 Acknowledgment of Clarifications and Addenda

Identify all clarifications and addenda received by number and date by completing Form D.



3.6.2 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. See Section 2.7 and Section 2.8.

Disclose: (a) any current contractual relationships with CDOT (by identifying the CDOT contract number and project manager); (b) present or planned contractual or employment relationships with any current CDOT employee; and (c) any other circumstances that might be considered to create a financial interest in the contract for the Project by any current CDOT employee, if the Submitter is awarded the contract. The Submitter must also disclose any current contractual relationships where the Submitter is a joint venture or partner with RESPEC Consulting and Services (formerly Moser & Associates), Short Elliott Hendrickson Inc. and HDR Inc. 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 3.6.2, 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 organizations belong to the same parent company, each Submitter must describe how the participants would avoid conflicts of interest through the qualification and proposal phases of the Project.

3.6.3 Legal Structure

If the Submitter organization has already been formed, 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 Colorado. 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.

3.6.4 Bonding Capability

Provide a letter from a surety or insurance company stating that the Submitter is capable of obtaining a Performance Bond and Payment Bond covering the Project in the amount of equivalent to the Guaranteed Maximum Price plus any Additional Requested Elements (AREs), at time of award. Letters indicating "unlimited" bonding capability are not acceptable. The surety or insurance company providing such letter must be licensed as surety and qualified to do business in the State of Colorado.



3.6.5 Submitter Information

For the Submitter (if the Submitter is not yet existing or newly formed, please explain), each Major Participant, and any affiliate of the Submitter or a Major Participant (including the company's parent company, subsidiary companies, and any other subsidiary or affiliate of the company's parent company), whose experience is cited as the basis for the company's qualifications shall:

1. Describe the conditions surrounding any contract (or portion thereof) entered into by the company that has been terminated for cause, or which required completion by another party, within the last five years. Describe the reasons for termination and the amounts involved.
2. Describe any debarment or suspension from performing work for the federal government, any state or local government, or any foreign governmental entity against the company. For each description (1. and 2. above), identify the project owner's representative and current phone number. Indicate "None" to any subsection above that does not apply.
3. Each Major Participant must be prequalified to perform work in the State of Colorado. Each Major Participant must complete Form E.

4.0 SOQ SUBMITTAL REQUIREMENTS

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

4.1 DUE DATE, TIME, AND LOCATION

All SOQs must be **received by (3pm), Mountain Daylight Time**, on the SOQ due date indicated in Section 2.3, and must be **delivered by U.S. mail or hand or overnight courier** to:

Mail: Steven Giampaolo, Agreements & Contracts
Delivery: CDOT Contracting Officer, Fourth Floor
4201 East Arkansas Avenue
Denver, CO 80222

CDOT will not accept SOQs by facsimile or electronic transmission. Any SOQ that fails to meet the deadline or delivery requirement will be rejected without opening, consideration, or evaluation.

4.2 FORMAT

The SOQ must not exceed 25 single-sided pages (including the "Title Page" and "Table of Contents" but not including section dividers and appendices). Except for charts, exhibits, and other illustrative and graphical information, all information must be printed on 8.5" by 11" paper. Charts, exhibits, and other illustrative and graphical information may be on 11" by 17" paper but must be folded to 8.5" by 11", which will be counted as one sheet and must be limited to 8 sheets. All printing, except for the front cover of the SOQ and resumes, must be Times New Roman, 12-point font. All dimensional information must be shown in English units. The front cover of each SOQ must be labeled with "I-25 North Design-Build Project" and "Statement of Qualifications" along with the date of submittal.



4.3 QUANTITIES

Each Submitter must provide CDOT with five (5) bound copies of the SOQ. Each copy must be identified on its front cover, in the upper right-hand corner, as “Copy ___ of 5 Copies.”

All binders must be packed together in one sealed package for delivery to CDOT. The outside of the sealed package must be clearly identified, labeled, and addressed as follows:

1. Return address: Submitter’s name, contact person’s name, mailing address
2. Date of submittal
3. Contents labeled as “I-25 North Design Build Project” and “Statement of Qualifications”
4. Recipient (CDOT) as specified in Section 4.1.

5.0 EVALUATION PROCESS

5.1 SOQ EVALUATION

CDOT 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 stated in Section 5.2.

5.2 SOQ EVALUATION AND SCORING

CDOT will evaluate all responsive SOQs and measure each Submitter’s response against the criteria set forth in this RFQ, resulting in a numerical score for each SOQ. CDOT will use the following criteria and weightings, totaling 100 points:

- A. Submitter Experience (10 Points):
 - i. Owner/client references
 - ii. Experience on projects of similar scope and complexity
 - iii. Experience with timely completion of comparable projects
 - iv. Experience with on-budget completion of comparable projects
 - v. Experience with integrating design and construction activities
 - vi. Experience of design-build team members working together
 - vii. Current and projected workloads, including work previously awarded by CDOT
 - viii. Contractor safety statistics Organization and Key Personnel (15 Points):
 - ix. Team members’ relevant experience and qualifications
- B. Project Understanding and Approach (10 Points):
 - i. Understanding and approach to meeting or exceeding Project Values and Goals
- C. Project Management Approach (65 Total Points):
 - i. Operations Management (15 points)
 - a) Safety
 - b) Environmental (I-25 EA Compliance)
 - c) Water Quality
 - d) Public Information & Involvement
 - e) Maintenance of Traffic
 - ii. Quality Management (20 Points)
 - iii. Schedule Management (10 Points)
 - iv. Design and Construction Management (10 Points)



- v. Stakeholder Management including CDOT, the City of Colorado Springs, Colorado Springs Utilities, and the U.S. Air Force Academy (5 Points)
 - vi. Partnering (2 Points)
 - vii. Underutilized Disadvantaged Business Enterprise/Equal Employment Opportunity (UDBE/EEO) Plan (3 points)
- D. Legal and Financial (pass/fail).

5.3 DETERMINING SHORT LISTED SUBMITTERS

CDOT will total the scores for each responsive SOQ and prepare a ranked list of Submitters. **CDOT will short list at least three (if any) but not more than five most highly qualified Submitters.** If more than one of the lowest ranked Submitters receives the same score, CDOT will make the decision, in its sole discretion, whether or not to short list those Submitters.

CDOT reserves the right, in its sole discretion, to cancel this RFQ, issue a new request for qualifications, 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 CDOT to enter into a contract or proceed with the procurement of the Project. CDOT 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.

5.4 NOTIFICATION OF SHORT LISTING

Upon completion of the evaluation, scoring, and short listing process, CDOT will send the record of short listed Submitters to all Submitters. CDOT will also publish the list on its design-build website at <http://www.coloradodot.info/projects/I-25COSDB>

5.5 INTERVIEWS

CDOT reserves the right to conduct interviews as part of the Best Value selection process, with the short listed proposers. If elected by CDOT, CDOT will determine the schedule for interviews.

5.6 DEBRIEFING MEETINGS

Once CDOT announces the short list, the CDOT Agreements Office expects to arrange meetings with each of the Submitter organizations. These debriefing meetings would give Submitters and CDOT an informal setting to discuss this RFQ and the short-listing process.



6.0 PROCUREMENT PHASE 2

This Section 6.0 is provided for informational purposes only so that each Submitter has information that describes the second phase of the Project Procurement Process, including a summary of certain anticipated RFP requirements. CDOT reserves the right to make changes to the following, and the short listed Submitters must only rely on the actual RFP when and if it is issued. This Section 6.0 does not contain requirements related to the SOQ. CDOT expects to conduct an Industry Review of a draft RFP with the short listed Submitters before it issues the RFP.

6.1 REQUEST FOR PROPOSALS

The Submitters remaining on the short list following Phase 1 of the procurement process will be eligible to move to Phase 2 and receive an RFP. While CDOT may make the RFP available to the public for informational purposes, only short listed submitters will be allowed to submit a response to the RFP.

6.2 RFP CONTENT

6.2.1 RFP Structure

The RFP will be structured as follows:

- A. Contract Documents
 - Index
 - Instructions to Proposers
 - Technical Requirements (Sections 1 thru 19)
 - Additional Documents (For Contractor Use), <http://www.coloradodot.info/projects/I-25COSDB>
- B. Reference Documents (For Information Only), <http://www.coloradodot.info/projects/I-25COSDB>

6.2.2 RFP Information

The RFP will include the following information:

- A. Project Completion Date
- B. CDOT's Guaranteed Maximum Price (GMP) for the Project
- C. Requirements for a proposed schedule of work
- D. Requirements for submitting Alternative Concepts (ACs) & Technical Approaches (TAs)
- E. A requirement that if the Proposer is a joint venture, each of the joint venture members will be, if awarded the design-build contract for the Project, jointly and severally liable for performance of the design-build contractor's obligations under the contract

6.3 ALTERNATIVE CONCEPTS AND TECHNICAL APPROACH MEETINGS

CDOT will offer each short listed Proposer the opportunity to meet before the proposal due date to discuss Alternative Concepts (AC's) and Technical Approaches (TA's). The meeting(s) will be held for Proposers to present AC's and TA's that are outside the Basic Configuration, as defined in the RFP, but are determined to be "equal to or better than" the Basic Configuration by CDOT. Proposers will not be required to accept the meeting(s) offered.



6.4 PROPOSALS SUBMITTED IN RESPONSE TO THE RFP

Short listed Proposers that choose to continue in the procurement process must submit a two-part proposal. One part is the technical proposal. The second part is the price proposal. The RFP will specifically define formats and page limits for the proposal packaging and all proposal contents.

6.5 PROPOSAL EVALUATIONS

CDOT has determined that award of the Project will be based on a “best value” determination under C.R.S. Sections 43-1-1401 through 43-1-1412.

6.6 STIPENDS

CDOT will award a stipend of \$20,000.00 to each short listed, responsible Proposer that provides a responsive but unsuccessful proposal. The amount of such stipends, and their terms and conditions, will be stated in the RFP.

No stipends will be paid for submitting SOQs.

In consideration for paying the stipend, CDOT may use any ideas or information contained in the proposals in connection with any contract awarded for the Project, or in connection with a subsequent procurement, without any obligation to pay any additional compensation to the unsuccessful short listed Proposers.

CDOT will pay the stipend to each eligible Proposer within 90 days after the award of the contract or the decision not to award a contract. If an unsuccessful short listed Proposer elects to waive the stipend, CDOT will not use ideas or information contained in that Proposer’s proposal.

7.0 PROTEST PROCEDURES

7.1 PROTESTS REGARDING RFQ

Any protests regarding the SOQ shall be filed with the Project Manager identified in Section 2.4 of this RFQ in accordance with the procedures set forth in C.R.S. Sections 24-109-101 through 24-109-404, as amended by the Design-Build Regulations, 2 CCR 601-15 Section 22. If CDOT prevails after completion of the administrative protest procedures and any appellate court proceedings, CDOT shall be entitled to recover all reasonable costs and charges it incurred and that are included in the final order or judgment, excluding attorney fees. If the protesting Submitter prevails after completion of the administrative protest procedures and any appellate court proceedings, the protesting Submitter’s sole remedy shall be recovery of all reasonable costs and charges it incurred in connection with preparation of the SOQ (excluding any costs incurred in preliminary preparation of a proposal or design) and the costs and charges that are included in the final order or judgment, excluding attorney fees.

FORM A

SUBMITTER INFORMATION

Submitter: _____

Name of Company: _____

Year Established: _____ Federal Tax ID No.: _____

Name of Official Representative: _____

Contact Person: _____

Address: _____

Telephone No.: _____ Fax No. _____

E-mail address: _____

Business Organization (check one):

Corporation (If yes, indicate the State and Year of Incorporation): _____

Partnership

Joint Venture

Other (describe): _____

A. Business Name: _____

B. Business Address: _____

Headquarters: _____

Office Performing Work: _____

Contact Telephone Number: _____

C. Bonding Capacity:

Total: _____ Available: _____

FORM A (cont.)

SUBMITTER INFORMATION

D. If the entity is a Joint Venture or Partnership, indicate the name and role of each member company in the space below. Complete a separate Contractor Information form for each member company and attach it to the SOQ. Also indicate the name and role of each other financially liable party and attach a separate form.

Name of Member Company	Role	Financial Liability

UNDER PENALTY OF PERJURY, I CERTIFY THAT I AM THE COMPANY'S OFFICIAL REPRESENTATIVE AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, FOLLOWING REASONABLE INQUIRY; THE FOREGOING IS TRUE AND CORRECT.

BY: _____ PRINT NAME: _____

TITLE: _____ DATE: _____

[Please make additional copies of this form as needed.]

FORM B

CONTRACTOR SAFETY STATISTICS

Contractor's Name: _____

Year	Incident Rate	Lost Work Day Index	Cost of Accident per Employee	Experience Modification Rating	No. of Fatalities	No. of Lost Work Days	No. of Recordable Injuries
2009							
2008							
2007							

$$\text{Incident Rate} = \frac{(\text{Number of Injuries and Illnesses}) \times 200,000}{\text{Total Hours Worked}}$$

$$\text{Lost Work Day Index} = \frac{(\text{Number of Lost Work Days}) \times 200,000}{\text{Total Hours Worked}}$$

$$\text{Cost of Accident per Employee} = \frac{\text{Total Cost of Accidents}}{\text{Average Number of Employees}}$$

$$\text{Experience Modification Rating} = \frac{\text{Actual Claims per Year}}{\text{Expected Claims Based on Past 3 Year Trending}}$$

UNDER PENALTY OF PERJURY, I CERTIFY THAT I AM THE COMPANY'S OFFICIAL REPRESENTATIVE AND THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, FOLLOWING REASONABLE INQUIRY; THE FOREGOING IS TRUE AND CORRECT.

BY: _____ PRINT NAME: _____

TITLE: _____ DATE: _____

[Please make additional copies of this form and attach additional sheets as needed.]

FORM D

RECEIPT OF ADDENDA/CLARIFICATIONS

Submitter's Name: _____

The undersigned acknowledges receipt of the addenda to the RFQ as indicated below.

ADDENDA

Addendum/Clarification No.	_____	Dated	_____
Addendum/Clarification No.	_____	Dated	_____
Addendum/Clarification No.	_____	Dated	_____
Addendum/Clarification No.	_____	Dated	_____
Addendum/Clarification No.	_____	Dated	_____

FAILURE TO ACKNOWLEDGE RECEIPT OF ALL ADDENDA MAY CAUSE THE SOQ TO BE CONSIDERED NON-RESPONSIVE TO THE SOLICITATION. ACKNOWLEDGED RECEIPT OF EACH ADDENDUM MUST BE CLEARLY ESTABLISHED AND INCLUDED WITH RESPONSE TO THE RFQ.

BY: _____ PRINT NAME: _____

TITLE: _____ DATE: _____

FORM E

CERTIFICATE OF PREQUALIFICATION

UNDER PENALTY OF PERJURY, I CERTIFY THAT I AM THE OFFICIAL REPRESENTATIVE OF

_____ [COMPANY NAME], AND THAT

_____ [COMPANY NAME] IS CURRENTLY
PREQUALIFIED TO PERFORM WORK FOR CDOT.

BY: _____

PRINT NAME: _____

TITLE: _____

DATE: _____