



STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
800 BAY ROAD
P.O. BOX 778
DOVER, DELAWARE 19903

JENNIFER COHAN
SECRETARY

VIA WEBSITE POSTING

August 8, 2019

Contract No. CM/GC-T201407404
EBHN-N748(01)
REHABILITATION OF I-95 FROM I-495 TO NORTH OF BRANDYWINE RIVER

Ladies and Gentlemen:

Enclosed is Addendum No. 1 for the referenced contract consisting of the following:

1. The Bid Proposal Cover, revised, to be substituted for the same page in the Proposal.
2. The Mandatory 2-Day Project Kick-Off Meeting date has changed to **5-6 November 2019**.
3. **Section 2**, Organization and Key Personnel, page 7, number of pages to be submitted has revised.
4. **Section 4**, Project Understanding and Approach, page 7, number of pages to be submitted has revised.
5. **Section 5.2.3**, Body Section 1 - Legal & Financial, page 8, number 2, Conflict of Interest statement and disclosure has been revised.
6. **Section 5.2.4**, Body Section 2 – Organization and Key Personnel, page 8, number of pages to be submitted has been revised.
7. **Section 5.2.4**, Body Section 2 – Organization and Key Personnel, page 9, Conflict of Interest has been removed.
8. **Section 5.2.4**, Body Section 2 – Organization and Key Personnel, page 9, Key Personnel, has been revised.
9. **Section 5.2.6**, Body Section 4 – Project Understanding and Approach, page 10, maximum number of pages have been revised.
10. **Section 5.2.6**, Body Section 4 – Project Understanding and Approach, page 10, number 5, maximum number of pages have been revised.

Sincerely,
~signature on file~
Crystal Smith
Contract Administration
Delaware Department of Transportation

STATE OF DELAWARE



DEPARTMENT OF TRANSPORTATION

REQUEST FOR PROPOSALS

for

CM/GC SERVICES

(Construction Manager/General Contractor)

**REHABILITATION OF I-95 FROM I-495
TO NORTH OF BRANDYWINE RIVER**

PROJECT: CM/GC- T201407404
EBHN- N748(01)

Advertisement Date: July 8, 2019

MANDATORY PRE-SUBMITTAL MEETING, July 22, 2019, 9:00 A.M. at Chase Center (Wilmington)

SOQ's will be received in the Bidder's Room at the Delaware Department of Transportation's Administration Building, 800 Bay Road, Dover, DE prior to 2:00 P.M. local time **August 27, 2019**

The federal Code of Regulations 23 CFR §635.501-507 allows for the use of CM/GC contracting on Federal-aid projects and details the procedures and requirements of the CM/GC contracting method.

2.0 PROJECT INFORMATION

2.1 Questions, Clarifications, and Addenda

Questions regarding this project are to be e-mailed to dot-ask@delaware.gov no less than six business days prior to the proposal opening date in order to receive a response. Please include ‘CM/GC’ in the subject line. Responses to inquiries are posted on-line at bids.delaware.gov.

Any changes, clarifications, or interpretations of this RFP that affect or change its requirements will be issued by DelDOT to the Project Web Site in the form of Addenda or in response to questions. Responses in any other form, including oral statements, will not be binding on DelDOT and should not be relied upon in preparing the SOQ.

All addenda and responses to questions issued by DelDOT before the Statement of Qualification Due Date are part of the RFP, and all requirements shall be incorporated into the SOQ. The Proposer shall acknowledge receipt of each addendum and the latest response to questions.

2.2 Project Schedule, Due Dates

Advertise RFP:	8 July 2019
Mandatory Pre-submittal meeting	22 July 2019 @ 9:00 am at Chase Center (Wilmington)
Optional One-on-one Team Meetings	5-9 August 2019 (scheduled individually upon request)
Last day for submittal of questions:	20 August 2019
Statement of Qualifications Due:	27 August 2019 prior to 2:00 PM Local Time
Interviews	9-13 September 2019
Selection of CM/GC	September 2019
Debrief of Unsuccessful Proposers	September 2019
Notice to Proceed	October 2019
Mandatory 2-Day Project Kick-Off Meeting	29-30 October <u>5-6 November</u> 2019
Development of Plans and Specifications	Current – November 2020 (estimated)
Proposed Construction Price (PCP) Finalization	November 2020 (estimated)
Construction Letting (if no PCP agreement)	December 2020 (estimated)
Construction	March 2021 to August 2023 (estimated)

2.3 SOQ Delivery

Sealed SOQ’s must be delivered to the following location prior to the date and time indicated in Section 2.2 of this RFP. DelDOT will not accept SOQ’s submitted by facsimile or e-mail.

Contract Administration
 Delaware Department of Transportation
 Administration Building
 800 Bay Road
 Dover, DE 19901

- The unbound original, the bound copies, and the CD shall be placed in one (1) sealed package for delivery to DeIDOT as set forth in Section 2. The outside of the sealed package shall be clearly labeled with the Project name, as well as the name and return address of the Proposer.

5.1 SOQ Format Requirements

Each SOQ must be organized in the following order and comply with any noted page limitations identified:

Proposal	Points (100 Total)	Maximum Pages	Additional Info Not Included in Page Count
1. Cover Letter	0	1	None
2. Executive Summary	5	2	None
3. Body Sections			
Section 1 – Legal and Financial	0	No Limit	Form A Form B
Section 2 – Organization and Key Personnel	10	7-12 (1-2 Pages for Organization, 1 Page for Conflict of Interest, 1-2 Pages Resume per Key Personnel using Form D)	Form D for each Key Personnel
Section 3 – Proposer’s Capabilities and Experience	10	2	Form C for 3 Projects
Section 4 – Project Understanding and Approach	25	6 10	Form E
Section 5 – Project Innovations	25	4	Form F
Section 6 – Approach to Price and Subcontracting	25	4	

5.2 General Content of SOQ

Proposers should make every effort to present information clearly and concisely. Documentation that is difficult to read may be disregarded or rejected as insufficient and may lead to the Proposal being considered as non-responsive. The required (“Forms”) for the Proposal submittal are contained in Exhibit A of this RFP. The Forms are available in Word format for input by the Proposer. Proposers may only fill-out the blank items on each applicable form; no substantive alterations to these forms are allowed by the Proposer without the prior approval of the Department. SOQ’s missing any of the required documentation will be considered non-responsive.

5.2.1 Cover Letter

(Not Scored – 1 Page Maximum)

Provide a cover letter that is signed by an officer of the Proposer with the authority to contractually bind the Proposer which indicates the Proposer’s desire to be considered for the Project. Include in the cover letter the following information, certifications, and acknowledgements in the order identified below:

1. Identify the business name and address of the Proposer
2. Include in the subject line, “Proposal Cover Letter CM/GC DeIDOT Contract No: T201407404”

3. Information: Identify the Proposer’s point of contact and provide their address, phone number and email address. Include this information for the point of contact even if it is the same as the business information requested above.
4. Certification: “I certify that the contents of the Proposal are truthful and accurate.”
5. Certification: “I certify that no person or firm that has received compensation for assisting the Department in preparing this RFP is included in the Proposal or will participate in any contract entered into as a result of the RFP.”
6. Acknowledgement: “By submitting a response to this RFP, I acknowledge and accept the PCP development process as described in the RFP.”
7. Acknowledgement: “I acknowledge that I have received and reviewed the RFP, and all Addenda to the RFP and all Department responses to Requests for Clarification identified below.”
8. Information: Note the total number of questions and answers provided, the date of the last answer provided, and all RFP Addenda that were reviewed and included by the Proposer in the form of the table identified below. Expand tables by adding rows as needed (Cover letter may extend to second page if necessitated by excessive rows in this table).

Total Number of Questions/Answers	Date Final Answer Posted
RFP Addendum No.	Issue Date
1	
2	

(Add rows as needed to identify more addenda)

5.2.2 Executive Summary

(5 Points Maximum – 2 Pages Maximum)

Provide an executive summary (not more than two pages), written as a narrative, in a non-technical style, containing supplemental information for evaluators addressing the Proposer’s Project approach, understanding of the CM/GC Design Process, and approach to risk identification/mitigation, cost estimating, and scheduling.

5.2.3 Body Section 1 – Legal & Financial

(Not Scored – No Page Limitation)

For all Proposers, provide the following information in Section 1 of the Proposal:

1. Debarment/suspension/financial certification (Form A)
2. Conflict of Interest statement and disclosure (Form B). Proposers are required to disclose all relevant facts concerning any past, present, or currently planned interests, activities, or relationships that may present an organizational conflict of interest.
3. A letter from a surety company indicating that the Proposer is capable of obtaining Payment and Performance Bonds for at least \$150,000,000. The surety must be from such surety company or companies as are acceptable to the State of Delaware and are authorized to transact business in this State. Letters indicating “unlimited” bonding/security capability are not acceptable.

5.2.4 Body Section 2 – Organization and Key Personnel

(10 Points Maximum - ~~7-12~~ Pages Maximum, ~~+2~~ for Organization, ~~+1~~ for Conflict of Interest, and ~~+2~~ for each of 5 Key Personnel –using Form D is required)

For all Proposers, provide the following information in the Proposal:

Organization – Proposer shall provide an organizational chart (no more than one page) showing the chain of command with lines identifying participants who are responsible for major functions to be performed and their reporting relationships. The chart must show the functional structure of the organization and include the names of the Key Personnel (and company).

~~Conflict of Interest—Proposers are required to disclose all relevant facts concerning any past, present, or currently planned interests, activities, or relationships which may present an organizational conflict of interest. Proposers shall state how their interest, activities, or relationships, or those of the chief executives, directors, key project personnel, or proposed firms may result, or could be viewed as, an organizational conflict of interest. Must describe details or state if not applicable.~~

Key Personnel – For each Key Personnel position, provide a ~~one page~~ resume containing evidence of the requirements listed in the table below and two (2) references using Form D. ~~In addition to the one page resumes, Proposers shall submit Form D for each Key Personnel.~~ Completed forms will be considered ~~in addition to information included in the one page resumes~~ for the purposes of evaluating Key Personnel experience. References must be owners or clients for whom the Key Personnel have performed project work in the past ten (10) years prior to the Proposal due date and must not be current or past employers of the Key Personnel. Proposers are prohibited from identifying a reference that is a current Department employee. Key Personnel shall be available at all times during the pre-construction and construction phases of the Project to attend meetings, workshops, conference calls and any other activities as determined by the Department. The Scope of Services in Exhibit C is provided only as an example of services to be provided and is not intended to be an exhaustive listing of all services that may be requested by the Department.

Key Personnel Position	Minimum Qualifications and Experience
Project Manager (PM)	Overall Project Manager for both the CM/GC pre-construction services and construction services. This person is expected to be directly involved in the CM/GC pre-construction services and have direct oversight over the construction phases if the CM/GC is selected as the General Contractor for the construction of the Project. The Project Manager shall possess experience (10 years preferred) in managing the construction of projects of similar scope and complexity and shall have managed the complete construction of at least one project of similar scope and complexity. The PM is designated as the Single Point of Contact (“POC”) throughout the Project and must be delegated with the authority to make decisions affecting any aspect of the Project. Resume must demonstrate relevant experience collaborating with project owners and stakeholders and experience identifying and mitigating risks. Registration as a Professional Engineer in the State of Delaware is preferred.
Construction Manager (CM)	The Construction Manager shall be directly involved in both the CM/GC pre-construction services and construction services. The Construction Manager shall possess experience (10 years preferred) in managing the construction of projects of similar scope and complexity and shall have managed the complete construction of at least one project of similar scope and complexity. Resume must demonstrate relevant experience in design plan constructability reviews and experience identifying and mitigating risks. If the CM/GC is selected as the General Contractor for the construction of the Project, then the CM shall be directly involved in and have full oversight of the Project construction until the Project is Accepted by the Department.
Lead Cost Estimator (LCE)	The Lead Cost Estimator shall be involved in all aspects of the CM/GC pre-construction services where price, risk, schedule, and other factors relevant to estimating/bidding are discussed. The LCE shall possess experience (10 years preferred) in estimating and bidding construction projects of similar scope and complexity.

Lead Scheduler (LS)	The Lead Scheduler shall be involved in all aspects of the CM/GC pre-construction services where price, risk, staffing, labor, schedule, and other factors relevant to schedule and resource loading are discussed. The LS shall possess experience (10 years preferred) in scheduling construction projects of similar scope and complexity. Experience with Primavera P6 or other scheduling software shall be demonstrated in the LS resume.
MOT Supervisor	The MOT Supervisor shall be involved in all aspects of the CM/GC pre-construction services where maintenance of traffic, community/public involvement, phasing, and constructability reviews are discussed. The MOTS shall possess experience (10 years preferred) in construction supervision related to maintenance of traffic operations. ATTSA certification is required for this position.

5.2.5 Body Section 3 – Proposer’s Capabilities and Experience

(10 Points Maximum - 2 Pages Maximum and Form C as required)

Proposer shall provide evidence of competency, capability, and capacity to complete a transportation project of similar size, scope, and complexity. Describe (not more than two pages) how the Proposer’s experience (including experience denoted on Form C) and technical capabilities are relevant to the success of this Project and to meeting the stated Project Goals (stated in Appendix B). Proposer shall use Form C to provide details for three (3) reference projects, completed in the last 10 years or currently near completion, that demonstrate the Proposer’s competency, capability, and capacity to complete the Project. The Department is concerned about integrating local knowledge and experience into the CM/GC team and will give consideration to this aspect when evaluating proposals.

Proposer shall list each project in the past five (5) years the Proposer has defaulted or failed to complete a contract and the reasons why. These pages will not count against the section page limitation.

5.2.6 Body Section 4 – Project Understanding and Approach

(25 Points Maximum - ~~6-10~~ Pages Maximum and Form E)

Proposer shall state (not more than six pages) their understanding of the Project and approach to addressing key issues of the Project and achieving the Project Goals. The main focus of this section is on how well the Proposer understands the project and how the Proposer’s team will mitigate the risks of the project. Address in detail at least the following topics:

1. Demonstrate the Proposer’s understanding of the Project Goals listed in the RFP and the approach to maximizing and attaining the Project Goals.
2. Propose a pre-construction approach and plan for coordination and collaboration with DelDOT, the Designer, and ICE as well as a description of how Key Personnel will be utilized.
3. Propose a construction approach and sequence that optimizes value to the Project with a realistic view of known constraints. Discuss factors that would affect schedule such as outside constraints, seasonal work, materials, equipment and labor availability, etc.
4. Identify other resources and capabilities of the Proposer. Describe additional unique resources and capabilities that the Proposer will bring to the Project and how these unique resources and capabilities will be beneficial in achieving the Project Goals.
5. Discuss potential Project challenges and risks. Describe any Project challenges that are anticipated by the Proposer’s company and how the Proposer plans to mitigate the risk of these challenges. Document the risks and mitigation strategies in Form E in addition to the narrative within the ~~6-10~~ page limit.