



**DISTRICT OF COLUMBIA
DISTRICT DEPARTMENT OF TRANSPORTATION**

REQUEST FOR QUALIFICATIONS

**DESIGN-BUILD SERVICES
FOR
SOUTH CAPITOL STREET CORRIDOR SEGMENTS 1 & 2**

June 13, 2013

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Contract Identification No.: DCKA-2013-Q-0040

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Attachments

The following attachments are specifically made a part of, and incorporated by reference into this Request for Qualifications (RFQ):

Attachment A	Draft DBC Term Sheet
Attachment B	Drawings
Attachment C	Pre-approved Utility Contractors List
Attachment 3.1	Statement of Qualifications Check List
Attachment 3.4A	Lead Contractor Work History Form
Attachment 3.4B	Lead Designer Work History Form
Attachment 3.4C	Contractor/Designer Past Performance Reference Form
Attachment 3.5	Key Personnel Resume Form
Attachment 5.2	Sample SOQ Score Sheet
Attachment 5.2A	Sample SOQ Summary Score Sheet
Attachment 9.0	DDOT Determination on Perceived or Direct Conflicts of Interest

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Acronyms and Abbreviations

CFR	Code of Federal Regulations
CO	Contracting Officer
COTR	Contracting Officer's Technical Representative
D.C.	District of Columbia
DB	Design-Build
DBC	Design-Build Contract
DBE	Disadvantaged Business Enterprise
DCMR	District of Columbia Code of Municipal Regulations
DDOT	District of Columbia Department of Transportation
EMR	Experience Modification Rate
FDMB	Frederick Douglass Memorial Bridge
FEIS	Final Environmental Impact Statement
FHWA	Federal Highway Administration
ITS	Intelligent Transportation Systems
MOT	maintenance of traffic
POC	point of contact
PPRA	Procurement Practices Reform Act
RFP	Request for Proposal
RFQ	Request for Qualifications
SOQ	Statement of Qualifications
TSP	Training Services Provisions

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Definitions

Cash Availability Schedule Draw Request — The Design-Build (DB) Contractor’s progress payment invoice for any given month for work performed, the value of which is not to exceed the values established by District of Columbia Department of Transportation’s (DDOT’s) Maximum Payment Curve nor the Contractor’s Monthly Payment Schedule without the express written consent of DDOT.

“DDOT” — The District of Columbia (D.C.) Department of Transportation or its agents, acting through the DDOT Project Director and, when specified, the Contracting Officer.

Ex Parte Communications — Communications from, by, or for one party which are not on the public record, made to any representative of the District of Columbia or its departments/agencies, Department/agency consultants, the Federal Highway Administration (FHWA), or other federal entities/agencies involved with the procurement, except for communications permitted by this RFQ.

Journeyman — Someone who has completed an apprenticeship and is fully educated in a trade or craft, but not yet a master.

Maximum Payment Curve — The maximum accumulative amount of money that may be invoiced for in any given month throughout the term of the contract.

Monthly Payment Schedule — The value of the Contractor’s anticipated monthly progress payment requests included as part of the Contractor’s Price Proposal. The values shown in the Monthly Payment Schedule should not exceed the values shown in DDOT’s Maximum Payment Curve.

RFQ — All documents, whether attached or incorporated by reference, utilized for soliciting interested parties to apply for prequalification. This RFQ is the first phase of a two-phase selection process for the purpose of ultimately awarding a Design-Build Contract (DBC) for this Project.

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Introduction

The District of Columbia Department of Transportation (DDOT), under the Procurement Practices Reform Act of 2010 (PPRA), District of Columbia (D.C.) Law 18-371, 58 District of Columbia Code of Municipal Regulations (DCMR) 1185, April 8, 2011, is issuing this Request for Qualifications (RFQ) to solicit Statements of Qualifications (SOQs) from entities (Prospective Contractors) interested in providing design-build (DB) services for the South Capitol Street Corridor Project, Segments 1 & 2 (The Project) in Southeast, Washington, D.C.

Prospective Contractors shortlisted in response to this RFQ will be invited to submit a detailed Technical Proposal and a Cost Proposal (“Proposals”) in response to a request for proposals (RFP) to be issued by DDOT later this year. The Technical Proposal shall address the design and construction of the Project. The Cost Proposal shall include the cost of delivering the Project in accordance with the contract documents and Technical Proposal.

DDOT intends, at the conclusion of both phases of the procurement process, to enter into a Design-Build Contract (DBC) with the Offeror whose proposal provides the best overall value and approach for cost-effective, efficient and expedited completion of all the Project elements. The DBC shall obligate the Contractor to provide design and construction services for the Project for a fixed lump sum price. The DBC will set forth the terms of the Contractor’s progress payments, which will be based on the Cash Availability Schedule Draw Request submitted by the Contractor each month. The Maximum Payment Curve, which establishes the maximum cap on monthly progress payments and cumulative progress payments, will be included in the RFP. Prospective Contractors are advised to review the draft DBC Term Sheet (Attachment A) for details regarding the Prospective Contractor’s anticipated obligations and responsibilities.

Final approval of the Record of Decision for the Final Environmental Impact Statement (FEIS) for this project is pending.

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Project Information

2.1 Background

In 1791, Major Pierre L'Enfant envisioned South Capitol Street as one of the prominent gateways to the city of Washington and its monumental core. Today, instead of providing the grand gateway as originally envisioned, South Capitol Street is essentially a pass-through corridor from the neighborhoods of Southeast and Southwest D.C. and Prince George's County, Maryland. As such, the area between the Capitol and the Anacostia waterfront does not perform its originally intended function as a gateway. Additionally, the existing infrastructure is deteriorating and does not meet the needs of a 21st century multimodal society.

For more than a decade, planning efforts have been underway to transform the South Capitol Street Corridor into a grand urban boulevard that meets the needs of local citizens while recreating its function as one of the prominent gateways to the District. This Project includes Segments 1 and 2 of the overall five segments that make up the ultimate South Capitol Street Corridor vision.

The Project concept has six major success goals:

- Safety – Maintain Worker and public safety. Provide a safety program that encourages and supports safety as a core value and promotes a goal of zero accidents for the public and workers. Design and construct a project that provides for the safe conveyance of a multimodal society.
- On-Time and Within Budget – Achieve project goals while looking for opportunities to open the new Frederick Douglass Memorial Bridge (FDMB) (Segment 1) before the end of 2017.
- Minimize Impacts to the Traveling Public – Develop a staging plan that maintains traffic movements and provides for pedestrian, transit, automotive and bicycle access through the Project during construction.
- Proactive Planning and Execution – Achieve well-planned Project development, startup, and execution through efficient collaboration, integrated risk management, and proactive management of construction operations.
- Environmental, Aesthetic, and Sustainability Commitments – Ensure compliance with all project requirements related to protection of natural and historic resources. Comply with all applicable requirements for handling hazardous waste and environmental remediation. Provide qualified urban design and bridge architectural personnel to ensure the goals of creating a grand urban boulevard and iconic entrance to the nation's capital are met. Design and deliver a Project using context-sensitive solutions that meet or exceed sustainability commitments.
- Quality – Meet or exceed the technical and operating requirements through development and implementation of a quality management plan that is clear and comprehensive and considers the whole life operation and maintenance of the project.

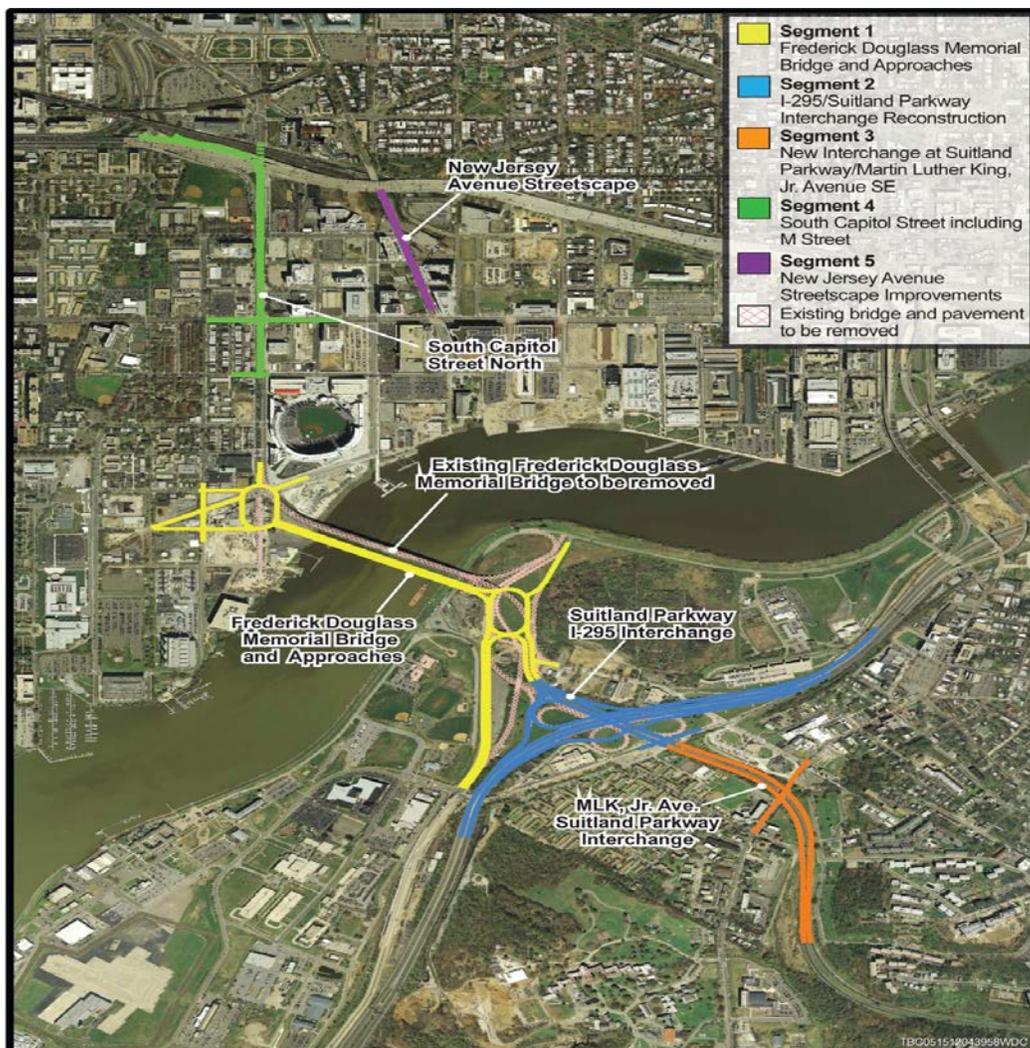
DDOT's current estimated contract value for this Project is approximately \$500 million to \$600 million.

2.2 Project Overview

The South Capitol Street Corridor Project calls for replacing the existing FDMB with a new bridge and transforming related sections of urban freeway into a beautifully scenic boulevard that increases pedestrian and vehicular safety, improves multi-modal transportation options, increases community accessibility, and supports economic development on both sides of the Anacostia River. To best manage financing costs and potential construction impacts, DDOT has divided the overall South Capitol Street Corridor Project into five segments shown in the following graphic. This current Project consists of Segments 1 and 2, as follows:

- Segment 1 consists of the design and construction of a new six-lane FDMB over the Anacostia River and the following approach roadways:
 - South Capitol Street traffic oval west of the bridge connecting South Capitol Street, Potomac Avenue and Q Street SE
 - South Capitol Street traffic oval east of the bridge connecting South Capitol Street, Suitland Parkway, and Howard Road
 - Realignment of Anacostia Drive, Robbins Road, and the new Naval Base Connector for direct access to South Capitol Street and Suitland Parkway
 - Realignment of South Capitol Street from Firth Sterling Avenue to the traffic oval
 - Demolition of the existing FDMB
 - Salvage and recycling of materials from demolition of the existing FDMB (details regarding salvage/recycling requirements will be included in the RFP)
- Segment 2 consists of reconstructing the Suitland Parkway/Interstate 295 interchange:
 - Widening of the Interstate 295 bridge over Howard Road
 - Replacement of the Interstate 295 bridges over Suitland Parkway and Firth Sterling Road

South Capitol Street Corridor Project Concept Segments:



2.3 Project Scope

The Project scope to be undertaken by the successful Contractor under the DBC will be identified in the RFP. The Contractor shall be required to design and construct the Project in a manner consistent with DDOT's goals. This work shall include, but not be limited to; design services, labor and materials necessary to perform structural, roadway, demolition, drainage, geotechnical, environmental, permit acquisition and modifications, traffic control, utility coordination and relocation, design quality assurance and quality control, construction quality assurance and quality control, scheduling, stakeholder coordination and communications, and all work required for the design and construction of:

- The FDMB and approaches (Segment 1)
- The Suitland Parkway/I-295 Interchange reconstruction, widening the I-295 bridge over Howard Road, and the replacement of I-295 bridges over Suitland Parkway and Firth Sterling Road (Segment 2)

This RFQ includes language regarding the inclusion of a movable span as part of the new FDMB. **However, Prospective Contractors are hereby advised that a movable span component to the new FDMB may be removed at a later date if it is deemed in the best interest of DDOT to do so. Any revisions to the structure type will be reflected in the final RFP.**

DDOT will locate, survey, and attempt to have most utilities that have been determined to be in conflict with the drawings permitted and relocated before the Contractor begins construction operations. Utilities within the planned Project's impact area that have been relocated, as well as utilities that remain to be relocated, will be identified in the RFP. However, if the Contractor's design causes additional utility impacts, it will be the Contractor's responsibility to design, coordinate, relocate or have relocated affected utilities at no additional cost to DDOT. As such, certain pre-approved subcontractors may be required for the performance of utility work as defined by the standards of the respective utility companies.

DDOT will acquire right-of-way and easements, in accordance with 49 Code of Federal Regulations (CFR) § 24, the Uniform Relocation Assistance and Real Property Acquisition Policies Act, based on the drawings, and before issuance of Notice to Proceed for construction operations. Should the Contractor's ultimate design require the acquisition of additional right-of-way or easements, DDOT will acquire them. However, the Contractor will be responsible for performing any additional Phase I and II investigations or other site investigations, the abatement of hazardous materials, revisions to the FEIS, and any environmental permit modifications that may be required. Furthermore, the Contractor will be responsible for all costs associated with the acquisition of additional right-of-way and easements, including but not limited to DDOT and its agent's costs and expenses, the actual cost of the additional right-of-way and easements, all testing and abatement costs, all costs to modify the FEIS or environmental permits, and all related schedule risk.

2.4 Procurement Overview of the Project

The solicitation for this project will conform to the PPRA with respect to procurement by competitive sealed proposals using a two-step best-value process

2.4.1.1. Request for Qualifications

This RFQ represents the first step towards soliciting SOQs from DB teams for the purpose of selecting qualified teams to respond to the RFP. A maximum of four qualified DB teams will be selected for the opportunity to respond to the RFP.

2.4.1.2. Request for Proposal

The second step of the selection process will require each short-listed team to submit a Technical Proposal and Sealed Price Proposal. The RFP will include the specific requirements for the Technical Proposal, Sealed Price Proposals, and evaluation and scoring methodologies. The RFP Technical Proposal may include, among other things, a letter of submittal, demonstration of project understanding, the makeup of the design-builder's team, key personnel, and demonstration of required experience, conceptual design plans, and a project schedule.

The Sealed Price Proposal will include, among other things: a fixed lump sum price for the design and construction of the project and a monthly payment schedule that takes DDOT’s Maximum Payment Curve into consideration.

DDOT anticipates, following the evaluation and scoring of the Technical and Sealed Price Proposals that a recommendation will be made to award a fixed lump sum price contract to the DB team with the highest combined score for its Technical and Price Proposals.

2.5 Schedule

The anticipated schedule, as set forth below, allows for the Project to achieve substantial completion by the second quarter of 2018 and final completion by mid 2018.

DDOT reserves the right to amend this schedule as it deems necessary.

1.	Pre-SOQ Submission Information Meeting	06/27/2013 at 9:00 AM EST
2.	Deadline to submit questions	Ten (10) days prior to SOQ Submission Date
3.	SOQ Submission Date	07/18/2013 at 2:00 PM EST
4.	Notification to Prospective Contractors of Short-listed Teams	Third quarter 2013
5.	Anticipated Release of Draft RFP	Fourth quarter 2013
6.	Anticipated Release of Final RFP	Fourth quarter 2013
7.	Technical and Cost Proposals are Due	First quarter 2014
8.	Notice of Intent to Award	Second quarter 2014
9.	Notice of Award	Fourth quarter 2014
10.	Notice to Proceed	Fourth quarter 2014
11.	Substantial Completion	Second quarter 2018
12.	Final Completion	Fourth quarter 2018

2.6 DDOT Contracting Officer’s Technical Representative

The COTR is responsible for general administration of the contract and advising the CO as to the Contractor’s compliance or noncompliance with the contract. The COTR has the responsibility of ensuring the work conforms to the requirements of the contract and such other responsibilities and authorities as may be specified in the contract. These include:

1. Keeping the CO fully informed of any technical or contractual difficulties encountered during the performance period and advising the CO of any potential problem areas under the contract;
2. Coordinating site entry for Contractor personnel, if applicable;
3. Reviewing invoices for completed work and recommending approval by the CO if the Contractor’s costs are consistent with the negotiated amounts and progress is satisfactory and commensurate with the rate of expenditure;
4. Reviewing and approving invoices for deliverables to ensure receipt of goods and services. This includes the timely processing of invoices and vouchers in accordance with the District’s payment provisions; and
5. Maintaining a file that includes all contract correspondence, modifications, records of inspections (site, data, and equipment) and invoices or vouchers.

The address and email for the COTR is:

Name: Mr. Sanjay Kumar, P. E.

Address: Contracting Officer's Technical Representative (COTR)
DDOT/Infrastructure Project Management Administration
4TH Floor
55 M Street, SE
Washington, DC 20003

Email: sanjay.kumar@dc.gov

The COTR shall NOT have the authority to:

1. Award, agree to, or sign any contract, delivery order or task order. Only the CO shall make contractual agreements, commitments or modifications;
2. Grant deviations from or waive any of the terms and conditions of the contract;
3. Increase the dollar limit of the contract or authorize work beyond the dollar limit of the contract;
4. Authorize the expenditure of funds by the Contractor;
5. Change the period of performance; or
6. Authorize the use of District property, except as specified under the contract.

The Contractor will be fully responsible for any changes not authorized in advance, in writing, by the CO; may be denied compensation or other relief for any additional work performed that is not so authorized; and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

2.7 Ex Parte Communications

Prospective Contractors are expected to conduct themselves with professional integrity and to refrain from lobbying activities. Starting with the issuance of this RFQ and continuing until the award of the DBC for the Project (or the cancellation of the procurement), no employee, member, agent, advisor, or consultant of any Prospective Contractor will have any direct or indirect ex parte communications regarding this Project with any representative of the District of Columbia or its departments or agencies, Department/agency consultants, FHWA, or other federal entities/agencies involved with the procurement, except for communications permitted by this RFQ.

Any verified allegation that a Prospective Contractor, or any of its employees, agents, advisors, or consultants, has engaged in such prohibited communications or attempted to unduly influence the selection process may be cause for DDOT to disqualify the Prospective Contractor, as applicable, or to disqualify the relevant member from participating on the Prospective Contractor team, as applicable—all at the sole discretion of DDOT.

2.8 Evaluation

Upon receipt of the SOQ, DDOT will make an initial determination as to whether each SOQ is responsive using pass/fail criteria established in this RFQ. DDOT may exclude from consideration any SOQ that is deemed as non-responsive to this RFQ. A non-responsive SOQ will fail to provide the minimum requirements as listed in this RFQ, as detailed in Section 3. Each SOQ that meets the requirements as stated in this RFQ will pass the initial determination. DDOT will then assess how well the evaluation criteria were met and score each Prospective Contractor's SOQ accordingly. At any time during this process, DDOT may make a determination that a SOQ is non-responsive.

DDOT will then advance a maximum of four Prospective Contractor teams that are deemed to best meet the pre-qualification requirements of this RFQ to the RFP phase and request proposals in response thereto.

All Prospective Contractors submitting SOQs will be notified of the results of the shortlist selection process, and debriefs will be provided to each Prospective Contractor following final selection of a DB team if requested.

See Section 5.2 for additional details regarding the scoring of SOQs.

2.9 RFQ Documents and Acknowledgement of Amendments

Prospective Contractors shall acknowledge receipt of any amendment to this solicitation by signing and returning the amendment. The signed amendments shall be included as part of the Prospective Contractor’s SOQ.

Amendments to this solicitation will be posted on the D.C. Office of Contracting and Procurement’s website:

<http://ddot.dc.gov>

2.10 Pre-SOQ Submission Information Meeting

DDOT will hold a Pre-SOQ submission information meeting for potential Prospective Contractors on the date and time set forth in Section 2.5 at Matthews Memorial Baptist Church, 2616 Martin Luther King, Jr. Avenue SE, Washington, D.C. 20020.

Contents of Statements of Qualifications

This section describes specific information to be included in each Prospective Contractor's submission as well as the criteria by which evaluation of each proposal will be conducted. The format for proposal submission is described in Section 4.2.

3.1 General

The RFQ phase of the procurement process is intended to enable Prospective Contractors to demonstrate their qualifications to perform the Project and to allow DDOT to evaluate those qualifications and develop a short list. Prospective Contractors should include information demonstrating the experience and qualifications required by this RFQ. It is not the intent of DDOT for Prospective Contractors to submit Project-specific design or engineering recommendations as part of this phase.

Each SOQ submission shall include the required information set forth in this section. Prospective Contractors shall complete the SOQ checklist (Attachment 3.1), and include it as part of their SOQ. The SOQ checklist is to aid the Prospective Contractor in ensuring all submittal requirements have been included in the Prospective Contractor's SOQ.

DDOT reserves the right to conduct an independent investigation of any information included in the SOQ by contacting project references, contacting independent parties, using public information, or other means. DDOT also reserves the right to request additional information or seek clarification from a Prospective Contractor to aid in the evaluation of that firm's SOQ.

Prospective Contractors, who include in their proposal data that is not to be disclosed to the public or used by the District except for use in the procurement process, shall mark the title page with the following legend:

"This proposal includes data that shall not be disclosed outside the District and shall not be duplicated, used or disclosed in whole or in part for any purpose except for use in the procurement process. If however, a contract is awarded to this Offeror as a result of or in connection with the submission of this data, the District will have the right to duplicate, use, or disclose the data to the extent consistent with the District's needs in the procurement process. This restriction does not limit the District's rights to use, without restriction, information contained in this proposal if it is obtained from another source. The data subject to this restriction are contained in sheets (*insert page number or other identification of sheets*)."

Should there be individual sheets of data that a Prospective Contractor wishes to restrict, it shall be notated with the following legend:

'Use or disclosure of data contained on this sheet is subject to the restriction on the title page of the proposal.'

Given the confidential nature of the evaluation and negotiation process associated with this Project, and to preserve the propriety of each Prospective Contractor's SOQ, it is DDOT's intention, subject to applicable law, not to consider a request for disclosure until DDOT's issuance of a Notice of Intent to Award. Prospective Contractors are on notice that once a DBC is executed, some or all of the information submitted in the SOQ may lose its protection under applicable law(s).

3.2 Letter of Submittal

The Prospective Contractor's Letter of Submittal will be on the Prospective Contractor's letterhead and will include the following:

- The Prospective Contractor's expression of interest in being selected for The Project.

- The individual who will serve as the Prospective Contractor’s POC, including the POC’s title, address, phone and fax numbers, and email address.
- The individual who will serve as the Prospective Contractor’s secondary POC, including title, address, phone and fax numbers, and email address.
- The signature of an authorized representative of the Prospective Contractor’s organization. All signatures will be original and signed in ink. If creation of a joint venture is in process but not yet formed, each authorized representative of each member firm will sign the letter of submittal.
- Identification of the Prospective Contractor’s structure as a corporation, LLC, general partnership, joint venture, or other form of organization. If creation of a joint venture is in process but not yet formed, describe in detail the anticipated structure. Identify the team members who will undertake the financial responsibility for the Project and describe any liability limitations. If the Prospective Contractor is an LLC, partnership or joint venture, describe the bonding approach that will be used and the members of such organization who will have joint and several liability for the performance of the work required for the Project. Any co-surety relationship will be set forth in a single 100 percent performance bond and a single 50 percent payment bond.
- A statement of the commitment of the key personnel identified in the SOQ to the extent required to meet DDOT’s schedule and quality expectations.
- Experience Modification Rate (EMR). The Prospective Contractor will submit a copy of the EMR for the Lead Contractor (or JV Partners if applicable) as a measure of the Proposing Team’s safety record. If the rate is above 1.2, or has been rising over the past 3 years, a written explanation shall be provided. For companies that do not have an EMR due to work experience outside of the United States, a frequency rate table, accident incident rate, or similar statistics will be provided indicating the safety record over the last 5 years. **This is a pass/fail criterion.**
- A statement that the Prospective Contractor is committed to achieving the Disadvantaged Business Enterprise (DBE) participation goal as detailed in Section 10 of this RFQ. **This is a pass/fail criterion.**
- A statement that the Prospective Contractor is committed to achieving the Training Services Provisions (TSP)/Employee Training Requirements goal as detailed in Section 11 of this RFQ. **This is a pass/fail criterion.**
- A statement that the Prospective Contractor will comply with all applicable federal and D.C. laws and regulations.
- A summary of the key points regarding the Prospective Contractor’s qualifications.
- A statement that the Prospective Contractor, if selected, can provide the product as detailed in Section 2.3, achieve Project completion within the time limits established in Section 2.5, and within the budget established for the Project in Section 2.1.
- A letter (as an attachment to the letter of submittal) from a surety or insurance, stating that the Prospective Contractor is capable of obtaining a 100 percent performance bond and a 50 percent payment bond based on the current estimated contract value referenced in Section 2.1, which bonds will cover The Project and any warranty periods. **This is a pass/fail criterion.**

3.3 Project Understanding

- Discuss generally the tasks involved in the Project and demonstrate an understanding of context of the entire project concept, which may be reviewed at: <http://www.anacostiawaterfront.org/SouthCapitol>. Identify potential issues and risks the Prospective Contractor may encounter. Illustrate clearly and concisely the technical and institutional elements to be addressed by the Prospective Contractor to achieve successful completion of the Project.
- Discuss Prospective Contractor’s understanding of the traffic control and construction phasing required for the Project and how traffic control will affect the Project schedule.

- Discuss Prospective Contractor’s internal procedures for ensuring the safety of the traveling public and construction personnel.
- Discuss key community stakeholders and potential relationship issues and how they may be addressed.
- Provide a general description of key issues and risks that might affect the Project in any form and potential mitigation measures.
- Provide a narrative description of the anticipated approach to the Project schedule, including monitoring and maintenance of the critical path method schedule, the monitoring of resources available to perform the work as scheduled, and discussion of schedule recovery means and methods.
- Outline Prospective Contractor’s internal procedures for achieving high-quality design and construction.
- Describe Prospective Contractor’s understanding of partnering and how it will be implemented for specific tasks and issues on the Project, including how the team would go about partnering with the community, stakeholders, and DDOT.

Evaluation Subfactors: (i) the Prospective Contractor describes major tasks and identifies adequate methods for addressing them; (ii) the Prospective Contractor describes potential issues and identifies potential methods for resolving them; (iii) the Prospective Contractor describes potential risks and identifies potential methods for addressing them; (iv) the Prospective Contractor discusses maintenance of traffic (MOT) and identifies potential options for managing traffic; (v) the Prospective Contractor discusses the community and identifies adequate methods for keeping the community informed and addressing their needs and concerns; (vi) the Prospective Contractor discusses stakeholders and identifies potential methods for coordinating with them to address their needs and concerns; (vii) the Prospective Contractor discusses partnering and identifies potential methods for achieving a partnering culture on the Project; and (viii) The Prospective Contractor identifies potential key issues that may affect the Project schedule and discusses potential mitigation measures to mitigate these issues.

3.4 Experience of Prospective Contractor’s Team

The Prospective Contractor should provide sufficient information to enable DDOT to understand and evaluate the experience of the Prospective Contractor’s team on projects of similar scope and complexity.

Lead Contractor Work History

Use the Lead Contractor Related Work Experience Form, Attachment 3.4A, to identify and discuss three projects completed by the Lead Contractor within the last 10 years, and the specific role performed on each project. Focus on what the Prospective Contractor considers being most relevant in demonstrating its qualifications to serve as the Lead Contractor for this Project. To the extent possible, list only projects similar in nature to this Project (as described in Section 2.3) and which involved team members proposed for the Project. Describe total project costs and the total value of change orders and claims for each project. Describe any permit violations or environmental regulation violations. A narrative description should be included on the Related Work Experience Form for each project. The narrative will be limited to one page per project. For each project listed, have the owner of subject project submit a completed Contractor Past Performance Reference Form (Attachment 3.4C) directly to DDOT at the address and within the time frame noted on the form. For any referenced DB project not jointly performed by the Lead Contractor and Lead Designer, identify in Attachment 3.4A the design professional with whom it contracted.

Lead Designer Work History

Use the Lead Designer Related Work Experience Form, Attachment 3.4B, to identify and discuss three projects completed by the Lead Designer within the last 10 years, and the specific role performed on each project. Focus on what the Prospective Contractor considers being most relevant in demonstrating its qualifications to serve as the Lead Designer for this Project. A narrative description should be included on the Related Work Experience Form for each project. The narrative will be limited to one page per project. For each project listed, have the owner of subject project submit a completed Designer Past Performance Reference Form (Attachment 3.4C)

directly to DDOT at the address and within the time frame noted on the form. For any referenced DB project not jointly performed by the Lead Contractor and Lead Designer, identify in Attachment 3.4B the construction entity with whom it contracted.

Evaluation Subfactors: With regard to this Factor, Prospective Contractors will be evaluated relative to the following criteria: (i) the Prospective Contractor has the demonstrated organizational and management experience to implement the project; (ii) the Prospective Contractor has a proven track record of delivering similar projects on time; (iii) the Prospective Contractor has a proven track record of delivering similar projects on budget; (iv) the Prospective Contractor and its constituent team members have demonstrated experience working in a DB environment; (v) the Prospective Contractor and/or the relevant team members have demonstrated experience with major river crossings; (vi) the Prospective Contractor and/or the relevant team members have demonstrated experience with large-scale environmental remediation similar to that which is likely to be encountered on this project; (vii) the Prospective Contractor and/or relevant team members have experience with the D.C. regulatory process, including working or coordinating with the National Capital Planning Commission; (viii) the Prospective Contractor and its team members have a demonstrated history of completing projects without permit violations; (ix) the Prospective Contractor has a strong safety record; (x) the Prospective Contractor has a history of resolving disputes by means other than litigation; and (xi) the Prospective Contractor and its key team members have demonstrated experience working together in a cooperative and successful manner.

3.5 Team Structure and Key Personnel

The Prospective Contractor should provide sufficient information to enable DDOT to understand and evaluate the Prospective Contractor team. Describe in detail the organizational and legal structure of the project team. Provide a description of any teaming arrangements, the functions and organizational structure of each firm team member, including key subconsultants and subcontractors. Design quality control and quality assurance will be performed by the DB team in accordance with the team's Quality Control/Quality Assurance Plan. An independent design check will be performed on the FDMB design by a firm subcontracted to the DB team who is not otherwise involved in the project (the independent design checker to be named within the SOQ). Construction quality control will be performed by the Lead Contractor or an independent firm subcontracted to the DB team. Construction quality assurance will be performed by an independent firm that has no involvement in construction operations who is subcontracted to the DB team (the independent quality assurance firm to be named within the SOQ). Provide an organizational chart and narrative demonstrating the structure and hierarchy of all companies and key personnel and their reporting relationships for managing, designing, and building the Project. The organizational chart should show a clear separation between construction quality control inspection and field/lab testing and construction quality assurance inspection and field/lab testing. Additionally, the organization chart should demonstrate the independence of the organization performing the independent design check on the FDMB design.

Identify and provide information about the key personnel listed below. This information is to be provided on the Key Personnel Resume Form attached as Attachment 3.5. Each key personnel resume will be limited to two pages per individual. Resumes for individuals who are not identified as key personnel should not be included in the SOQ. Discuss in detail the DB team's plan to effectively manage all aspects of the project from contract award to Project acceptance.

DB Project Manager

This individual will be responsible for the overall Project design, construction, quality, contract administration, and delivery of the Project. This person will be responsible for ensuring that personnel and other resources are made available for the Project. State the position and authority of this person within the DB firm. List similar projects for which this person has performed a comparable function within the last 10 years.

DB Deputy Project Manager

This individual will work hand-in-hand with the Project Manager and will serve as alternate for the Project Manager when necessary. This person will have the authority to act on the Project Manager's behalf when the

Project Manager is unavailable. List similar projects for which this person has performed a comparable function within the last 10 years.

Design Manager

This individual will actively manage the design of the Project. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education and other components of qualifications applicable to the Project. This individual will be a registered Professional Engineer licensed in the District of Columbia, or will be a registered, licensed, Professional Engineer in the United States and will obtain his or her Professional Engineer's license in the District of Columbia within 6 months of Project award.

Lead Urban Designer

This individual will actively manage design components for a multi-modal concept that considers the best way of providing the public space, landscape, streets, and structural aesthetics for the use and enjoyment of both the local residents and end users of the facilities. This person will be available to modify designs if necessary to meet field conditions. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, including projects that required reviews by the National Capitol Planning Commission, U.S. Commission of Fine Arts, or similar bodies, professional registrations, education, and other components of qualifications applicable to the Project.

Lead Bridge Architect

This individual will actively manage and be responsible for the aesthetics for all bridges, retaining walls, and other structural elements. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to the Project. This individual will be a structural architect or structural engineer with a minimum of 10 years of recent relevant experience in the aesthetic aspects of bridge design, including experience on large and monumental bridges similar in scope and type to the FDMB. Additional qualifications include: (1) a minimum of 10 years' recent experience in conducting public visual quality planning processes and/or interacting with environmental, historic and/or aesthetic review agencies; (2) a minimum of 10 years' recent experience in providing technical assistance in implementing visual quality requirements during design and construction; and (3) hold a certification by a training program in context-sensitive design sanctioned by the American Association of State Highway and Transportation Officials, FHWA, DDOT or another state Department of Transportation as having completed a minimum of eight professional development hours or proof of equivalent experience in transportation projects where context-sensitive design principles were implemented.

Lead Structures Engineer

This individual will actively manage and be responsible for the design for all bridges, retaining walls, and other structural elements. This person will be responsible for design and review of all structural designs and be available to modify designs if necessary to meet field conditions. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to the Project. This individual will be a registered Professional Engineer licensed in the District of Columbia, or will be a registered, licensed, Professional Engineer in the United States and will obtain his or her Professional Engineer's license in the District of Columbia within 6 months of Project award.

Lead Roadway Engineer

This individual will actively manage and be responsible for the design of all roadways and interchanges. This person will be responsible for design and review of all roadway designs and be available to modify designs if necessary to meet field conditions. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to the Project. This individual will be a registered Professional Engineer licensed in the District of Columbia, or will be a registered, licensed, Professional Engineer in the United States

and will obtain his or her Professional Engineer’s license in the District of Columbia within 6 months of Project award.

Lead Geotechnical Engineer

This individual will actively manage and be responsible for the geotechnical design of foundations, pavement, and retaining walls. This person will be available to review and verify designs and when necessary, modify designs to meet field conditions. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to The Project. This individual will be a registered Professional Engineer licensed in the District of Columbia, or will be a registered, licensed, Professional Engineer in the United States and will obtain his or her Professional Engineer’s license in the District of Columbia within 6 months of Project award.

Lead Stormwater Engineer

This individual will actively manage and be responsible for the design of all stormwater management facilities on the project, including drainage, stormwater retention, low impact development, and water quality treatment design. This person will be responsible for design and review of all stormwater designs and be available to modify designs if necessary to meet field conditions. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to the Project. This individual will be a registered Professional Engineer licensed in the District of Columbia, or will be a registered, licensed, Professional Engineer in the United States and will obtain his or her Professional Engineer’s license in the District of Columbia within 6 months of Project award.

Lead Intelligent Transportation Systems (ITS)/Traffic Engineer

This individual will actively manage and be responsible for the design of all ITS incorporated into the project, the development of training programs for maintenance/operations before and after Project acceptance, the production of traffic signal plans, signing and pavement marking plans, roadway lighting and MOT plans. This individual will have experience using analysis and simulation modeling software, specifically including VISSIM and Synchro. The Lead ITS/Traffic Engineer will also ensure design compliance with federal and D.C. Americans with Disabilities Act requirements as applied to the urban surface transportation network. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to the Project. This individual will be a registered Professional Engineer licensed in the District of Columbia, or will be a registered, licensed, Professional Engineer in the United States and will obtain his or her Professional Engineer’s license in the District of Columbia within 6 months of Project award.

Construction Manager

This individual will actively manage all construction activities for the Project, including all quality control activities. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to The Project.

Construction Quality Assurance Manager

This individual will be from an independent firm that has no involvement in construction operations for the Project, and shall be responsible for the quality assurance inspection and testing of all materials used and work performed on the Project, including monitoring the Prospective Contractor’s quality control program. The Construction Quality Assurance Manager will ensure that all work and materials, testing, and sampling are performed in conformance with the contract requirements, the “approved for construction” plans, and the specifications. This person will be assigned to the Project full time and is required to be onsite for the duration of the Project once construction activities begin. This individual will report directly to the DB Project Manager. This individual will be a registered Professional Engineer licensed in the District of Columbia, or will be a registered, licensed, Professional Engineer in the United States and will obtain his or her Professional Engineer’s license in the District of Columbia within 6 months of Project award.

Construction Quality Control Manager

This individual will actively manage the Quality Control Program for the Project. List similar projects for which this person has performed a comparable function within the last 10 years. Discuss relevant experience, professional registrations, education, and other components of qualifications applicable to the Project.

Environmental Manager

This individual will be responsible for ensuring that all environmental commitments are met and environmental compliance is maintained throughout the course of project delivery. This individual will review all designs, design modifications, and work plans before work is performed to ensure environmental compliance requirements are met.

MOT Manager

This individual will be responsible for ensuring all MOT operations are performed in accordance with the approved plans and contract documents. This individual will be responsible for coordinating all MOT operations with adjacent projects, stakeholders, and DDOT. This individual will hold, before the start of construction activities, the American Traffic Safety Services Association, Washington, D.C., Advanced/ Traffic Control Design Specialist Certification.

Evaluation Subfactors: With regard to this Factor, Prospective Contractors will be evaluated in two parts. First, with regard to each of the key personnel listed in the RFQ, the proposed individuals will be evaluated as to whether (i) they have the necessary experience, credentials and corporate authority to perform the required role; (ii) they will be devoted to the project for an appropriate amount of time given such individual's role and the Prospective Contractor's proposed organizational structure; and (iii) they have performed similar roles in the past. Second, each Prospective Contractor will be evaluated as to whether its organizational chart and organizational description clearly delineate the structure and interrelationships between members of the proposing team.

3.6 Design/Construction Process Approach

The Prospective Contractor should provide sufficient information to enable DDOT to understand and evaluate the Lead Contractor's and Lead Designer's experience in performing the same function and providing innovative construction and design solutions on projects of similar size and scope. Identify critical design features and discuss the approach to ensuring the delivery of a constructable design that includes innovative solutions. The Prospective Contractor should discuss the Lead Contractor's experience in facilitating a constructable design, procurement, initial planning, schedule development, construction, and project closeout with the end result being delivery of a quality project on time and on budget. The Prospective Contractor should discuss how the Lead Contractor has used best practices and new technologies to reduce risk in areas of safety, regulatory compliance, cost, schedule, and performance on previous projects and how they may be applied to this Project. The Prospective Contractor should discuss what innovations the Lead Contractor has used on previous projects that helped achieve safety, quality, productivity, and the overall delivery of the projects and how those same innovations may be used on this Project.

Evaluation Criteria: With regard to this Factor, Prospective Contractors will be evaluated relative to the following criteria: (i) the Prospective Contractor demonstrates an understanding of the Project goals; (ii) the Prospective Contractor demonstrates an understanding of the critical features of this project and has the organizational and design execution capabilities to provide innovative solutions in the development and delivery of a quality design; (iii) the Prospective Contractor demonstrates through the discussion of its construction process approach a clear understanding of what challenges must be overcome in the project delivery process and what strategies the team has used in the past to overcome similar challenges; and (iv) the Prospective Contractor demonstrates the team has used best practices, new technologies, and innovation on past projects and has considered how some of those same practices, technologies, and innovations may be applied to this Project.

3.7 Project Risks

Identify and discuss three critical risks for this Project, focusing on what the Prospective Contractor’s team considers the most relevant and critical to the success of this Project. Provide a narrative for each risk that describes why that risk is critical, indicates the impact that risk may have on the Project, and discuss how the Prospective Contractor has mitigated these risks on previous projects.

Evaluation Subfactors: With regard to this Factor, Prospective Contractors will be evaluated relative to the following criteria: (i) the extent, to which the Prospective Contractor has identified critical project risks; (ii) the Prospective Contractor demonstrates a clear understanding of the potential impact of each risk; and (iii) the Prospective Contractor discusses mitigation strategies successfully used on previous projects that may be used to ensure the successful delivery of this Project.

SECTION 4

Submittal Requirements

Prospective Contractors must satisfy all of the requirements described in this section. Failure to do so may result in the Prospective Contractor being found non-responsive and subsequently disqualified.

4.1 Due Date and Time

Submittals shall be delivered in a sealed container and must be conspicuously marked as:

- “DCKA-2013-Q-0040 - Statement of Qualifications – Design-Build Services – South Capitol Street Corridor Segments 1 & 2 Project – name of Prospective Contractor.”
- Submissions must be received on or before the date and time set forth in Section 2.5 and addressed to:
Ms. Courtney B. Lattimore
Contracting Officer
Office of Contracting and Procurement
District Department of Transportation
55 M Street, SE
4th Floor – Bid Room
Washington, D. C. 20003
- Proposal submissions, modifications to proposal submissions, or requests for withdrawals that are received after the exact date and local time specified in Section 2.5, are “late” and shall be considered only if one (1) or more of the following circumstances apply:
 - The submission or modification was sent by registered or certified mail not later than the fifth (5th) day before the date specified for receipt of submissions:
 - The submission or modification was sent by mail and it is determined by the CO that the late receipt at the locations specified in the solicitation was caused by mishandling by the District; or
 - The submission is the only submission received.
- Faxed or other electronic submissions will not be accepted.

4.2 Statement of Qualifications Format

The Prospective Contractor’s SOQ must comply with the format described as follows.

- The sealed submittal must include 1 original paper copy of the SOQ bearing original signatures, 10 additional paper copies of the original SOQ, and 2 CD-ROMs containing the entire SOQ in a single cohesive Adobe portable document format file on each CD-ROM.
- The original SOQ will be securely bound and contained in a single volume, with an identity on its front cover, in the upper right-hand corner, as “Original.” Locking three-ring binders are permissible.
- Each additional copy of the SOQ will be securely bound and contained in a single volume, with an identity on its front cover, in the upper right-hand corner, as “Copy ___ of 10 Copies.” Locking three-ring binders are permissible.
- The Letter of Submittal included in the SOQ must be signed by a representative authorized to bind the Prospective Contractor. By submitting the SOQ, each Prospective Contractor agrees to be bound by the requirements specified in this RFQ.

- The SOQ must be formatted for 8.5 x 11-inch paper. Charts and other graphical information may be formatted to print on 11 x 17-inch paper. Each 11 x 17-inch page will count as two pages towards the page limit referenced below.
- Font will be Times New Roman 11-point. However, Times New Roman 10-point may be used within tables or graphs. Pages may be typed as one-sided to two-sided. Include page numbers on the lower right-hand corner.
- Financial documents are excluded from the previous font type and size requirements.
- Separate sections by numbered tabs with sections corresponding to the order set forth in Section 3. Numbered tabs will not count against the page limit referenced as follows, provided no project-specific information is included on them.
- The format and appearance of the Key Personnel Resume Form and the Work History Forms should not be modified. The Work History Forms will not exceed one page per project each for the Lead Contractor and the Lead Designer. The Lead Contractor and Lead Designer will not both submit the same project even if both participated in the same project.
- All attachments will be included in appendices and these documents will not be counted against the page limit referenced below.
- The SOQ shall be no more than 40 pages. Each printed side will be considered one page. DDOT will only review the first 40 pages (excluding attachments which are not included in the page count). Any additional pages will not be reviewed nor considered by DDOT when evaluating each Prospective Contractor's SOQ.

Evaluation Criteria and Factors

5.1 Evaluation Criteria

Upon receipt of the SOQs, the Technical Evaluation Panel review and score each Prospective Contractor's SOQ based on the evaluation criteria established in Section 3 and 5 of this RFQ and in accordance with Title 27, Chapter 16 of the DCMR. Failure to meet the requirements of this RFQ may cause DDOT to make a determination that a Prospective Contractor's SOQ is non-responsive, resulting in that Prospective Contractor being disqualified.

DDOT may conduct oral or written discussions with any or all Prospective Contractors who submit SOQs in response to this RFQ, and may in its sole discretion solicit additional information in writing during the evaluation process.

DDOT's evaluation Committee will rate each Prospective Contractor's SOQ as noted previously and will make recommendations to the Contracting Officer based on its analysis as to whether a prospective Contractor should be prequalified to advance to the second phase as a short-listed team and receive the RFP.

The Contracting Officer will evaluate the financial and professional responsibility of each Prospective Contractor that responds to this RFQ, and whether the Prospective Contractor is among the maximum of four most qualified Prospective Contractors to proceed to the second phase.

5.2 Evaluation Factors

The SOQs will be evaluated based on the following steps:

Step 1: The Contracting Officer will review each SOQ for responsiveness. Each SOQ found to be responsive will then be provided to the Technical Evaluation Panel for review and scoring.

Step 2: Each evaluator will independently review and score each individual SOQ against the five evaluation factors—project understanding (discussed in Section 3.3), experience of Prospective Contractor's team (discussed in Section 3.4), team structure (discussed in Section 3.5), design/construction process approach (discussed in Section 3.6), and project risks (discussed in Section 3.7). Each of the five evaluation factors includes subfactors ranging in number from 3 to 11. There are a total of 30 subfactors distributed among the five evaluation factors. Section 3.3 includes 8 subfactors, Section 3.4 Includes 11 subfactors, Section 3.5 and 3.6 each includes 4 subfactors, and Section 3.7 includes 3 subfactors. Details of these subfactors are provided in the tables on the following pages.

Each subfactor will be scored using the following 1 – 5 point range: 1 point = a weak response; 2 points = a somewhat weak response; 3 points = an adequate response; 4 points = a strong response; and 5 points = a very strong response. Using the 1 – 5 point scale against 30 subfactors means the maximum number of points that can be received is 150, and the least number of points that could be achieved is 30. The raw score of each evaluation factor will then be converted to a 100 point system by multiplying the raw score by 66.67 percent.

Step 3: The Evaluation Committee Chairperson will oversee a consensus meeting to discuss each individual evaluator's scores. Each individual evaluator's scores will be added to the SOQ Summary Score Sheet. For each evaluation factor, the five scores will be added together and an average calculated. The average score for each evaluation factor will then be multiplied by its rating weight to create a weighted score. The total of the five weighted scores will be the final score for each SOQ. The maximum possible score is 22.67.

Step 4: Following completion of individual scoring and the consensus meeting, the Evaluation Committee Chairperson will present the Evaluation Committee's individual score sheets and summary score sheets for each SOQ scored, along with the Evaluation Committee's short-list recommendations, to the Contracting Officer.

Attachment 5.2 is a Sample SOQ Score Sheet. Attachment 5.2A is a Sample SOQ Summary Score Sheet.

Each evaluation factor consists of the following subfactors:

SECTION 3.3 – PROJECT UNDERSTANDING		
SUBFACTOR		POINTS RANGE AVAILABLE PER SUBFACTOR
3.3i	The Prospective Contractor describes major tasks and identifies adequate methods for addressing them	1 - 5
3.3ii	The Prospective Contractor describes potential issues and identifies potential methods for resolving them	1 - 5
3.3iii	The Prospective Contractor describes potential risks and identifies potential methods for addressing them	1 - 5
3.3iv	The Prospective Contractor discusses MOT and identifies potential options for managing traffic.	1 - 5
3.3v	The Prospective Contractor discusses the community and identifies adequate methods for keeping the community informed and addressing its needs and concerns.	1 - 5
3.3vi	The Prospective Contractor discusses stakeholders and identifies potential methods for coordinating with them to address their needs and concerns.	1 - 5
3.3vii	The Prospective Contractor discusses partnering and identifies potential methods for achieving a partnering culture on the Project.	1 - 5
3.3viii	The Prospective Contractor identifies potential key issues that may affect the Project schedule and discusses potential mitigation measures to mitigate these issues.	1 - 5
Total Possible Points Range For This Section Before Weighting		8 - 40

SECTION 3.4 – EXPERIENCE OF PROSPECTIVE CONTRACTOR'S TEAM		
SUBFACTOR		POINTS RANGE AVAILABLE PER SUBFACTOR
3.4i	The Prospective Contractor has the demonstrated organizational and management experience to implement the Project.	1 - 5
3.4ii	The Prospective Contractor has a proven track record of delivering similar projects on time.	1 - 5
3.4iii	The Prospective Contractor has a proven track record of delivering similar projects on budget.	1 - 5
3.4iv	The Prospective Contractor and its constituent team members have demonstrated experience working in a DB environment.	1 - 5
3.4v	The Prospective Contractor and/or relevant team members have demonstrated experience with major river crossings.	1 - 5
3.4vi	The Prospective Contractor and/or the relevant team member have demonstrated experience with large-scale environmental remediation similar to that which is likely to be encountered on this Project.	1 - 5
3.4vii	The Prospective Contractor and/or relevant team members have experience with the D.C. regulatory process, including the National Capital Planning Commission.	1 - 5
3.4viii	The Prospective Contractor and its team members have a demonstrated history of completing projects without permit violations.	1 - 5
3.4ix	The Prospective Contractor has a strong safety record.	1 - 5
3.4x	The Prospective Contractor has a history of resolving disputes by means other than litigation.	1 - 5
3.4xi	The Prospective Contractor and its key team members have demonstrated experience working together in a cooperative and successful manner.	1 - 5
Total Possible Points Range For This Section Before Weighting		11 - 55

SECTION 3.5 – TEAM STRUCTURE		
SUBFACTOR		POINTS RANGE AVAILABLE PER SUBFACTOR
3.5i	Key personnel have the necessary experience, credentials, and corporate authority to perform their required roles.	1 - 5
3.5ii	Key personnel will be devoted to the Project for an appropriate amount of time given such individuals' role and the Prospective Contractor's proposed organizational structure.	1 - 5
3.5iii	Individuals have performed similar roles in the past.	1 - 5
3.5iv	The Prospective Contractor's organizational chart and organizational description clearly delineate the structure and interrelationships between members of the proposing team.	1 - 5
Total Possible Points Range For This Section Before Weighting		4 - 20

SECTION 3.6 – DESIGN/CONSTRUCTION PROCESS APPROACH		
SUBFACTOR		POINTS RANGE AVAILABLE PER SUBFACTOR
3.6i	The Prospective Contractor demonstrates an understanding of the Project goals.	1 - 5
3.6ii	The Prospective Contractor demonstrates an understanding of the critical features of this Project and has the organizational and design execution capabilities to provide innovative solutions in the development and delivery of a quality design.	1 - 5
3.6iii	The Prospective Contractor demonstrates through the discussion of its construction process approach a clear understanding of what challenges must be overcome in the project delivery process and what strategies the team has used in the past to overcome similar challenges.	1 - 5
3.6iv	The Prospective Contractor demonstrates the team has used best practices, new technologies and innovation on past projects and has considered how some of those same practices, technologies and innovations may be applied to this Project.	1 - 5
Total Possible Points Range For This Section Before Weighting		4 - 20

SECTION 3.7 – PROJECT RISKS		
SUBFACTOR		POINTS RANGE AVAILABLE PER SUBFACTOR
3.7i	The Prospective Contractor has identified critical project risks sufficiently.	1 - 5
3.7ii	The Prospective Contractor demonstrates a clear understanding of the potential impact of each risk.	1 - 5
3.7iii	The Prospective Contractor discusses the mitigation strategies successfully used on previous projects that may be used to ensure the successful delivery of this Project.	1 - 5
Total Possible Points Range For This Section Before Weighting		3 - 15

Each evaluation factor will be weighted as follows:

SOQ Section		Weight
3.3	Project Understanding	20%
3.4	Experience of Prospective Contractor's Team	30%
3.5	Team Structure	30%
3.6	Design/Construction Process Approach	10%
3.7	Project Risks	10%
Total		100%

SECTION 6

Questions and Clarifications

All technical questions or requests for clarification regarding the RFQ shall be submitted to the attention of SCS Technical Questions at: DDOT-SCSTQ@DC.GOV

All questions or requests for clarification must be submitted by the date and time set forth in Section 2.5. Requests received after such date and time will not be considered, unless DDOT elects, at its sole discretion, to do so.

All responses to questions or requests for clarification will be provided to all Prospective Contractors via the issuance of an amendment to the solicitation which will be posted on the website noted in Section 2.9 of this RFQ. DDOT will not be bound by any oral communications, or written interpretations or clarifications that are not issued via a formal amendment.

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SECTION 7

Obligations of DDOT

DDOT assumes no obligations, responsibilities, or liabilities, financial or otherwise, to reimburse any of the costs incurred or alleged to have been incurred by those parties responding, or considering a response to this RFQ. Notwithstanding the aforementioned, DDOT intends to provide those short-listed Prospective Contractors who submit a Proposal deemed responsive to the RFP, but who are not awarded the DBC, a stipend in consideration for ownership of the information, Prospective Contractor's documents, and intellectual property related to and provided in the Proposal. The terms for receiving such stipend will be identified in the RFP. The successful Prospective Contractor will not receive payment of a stipend. DDOT anticipates the value of the stipend will be equal to 0.2 percent of the winning bid.

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SECTION 8

Protests

Any actual or prospective offeror or contractor, who is aggrieved in connection with the solicitation or award of a contract, must file with the D.C. Contract Appeals Board (Board) a protest no later than ten (10) business days after the basis of protest is known or should have been known, whichever is earlier. A protest based on alleged improprieties in a solicitation which are apparent at the time set for receipt of initial proposals shall be filed with the Board prior to the time set for receipt of initial proposals. In procurements in which proposals are requested, alleged improprieties which do not exist in the initial solicitation, but which are subsequently incorporated into the solicitation, must be protested no later than the next closing time for receipt of proposals following the incorporation. The protest shall be filed in writing, with the Contract Appeals Board, 441 4th Street, N.W., Suite 350N, Washington, D.C. 20001. The aggrieved person shall also mail a copy of the protest to the Contracting Officer for the solicitation. at the following address:

Name: Ms. Courtney B. Lattimore
Address: Contracting Officer
Office of Contracting and Procurement
7TH Floor
55 M Street, SE
Washington, D.C. 20003

In the event a Prospective Contractor disregards or fails to submit a properly documented written protest within the designated timeframe, the Prospective Contractor will indemnify, defend, and hold DDOT, its officers, officials, employees, agents, representatives, and consultants harmless from and against all liabilities, expenses, and costs (including reasonable attorneys' fees and costs) fees, and damages incurred or suffered as a result.

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SECTION 9

Administrative Requirements

In addition with the specific submittal requirements set forth in Section 4, all Prospective Contractors will comply with the following:

- All Prospective Contractors and their submittals must, at the time of their SOQ submittal, comply with the law and nothing herein is intended to contradict, nor supersede, any applicable District of Columbia or federal laws and regulations.
- The D.C. Freedom of Information Act, D.C. Code §§ 2-531-539, provides that any person has the right to request access to records. All public bodies of the D.C. government are required to disclose public records, except for those records, or portions of records, that are protected from disclosure by the exemptions found at D.C. Code §§2.534.
- Until selection of an apparent successful Contractor, all documents submitted pursuant to this RFQ will be treated as confidential.
- Pursuant to 23 CFR 636.116, consultants and subconsultants who assist DDOT in the preparation of a RFQ document or supporting documents such as FEIS, Interchange Modification Report, or similar documents, are not allowed to participate on a Prospective Contractor's team. Prospective Contractors must provide information regarding all potential organization conflicts of interest in its SOQ, including all relevant facts concerning any past, present, or currently planned interests that may present an organizational conflict of interest, as required by 23 CFR 636.116. The Contracting Officer will determine whether an organizational conflict of interest exists and what actions are necessary to avoid, neutralize, or mitigate such conflict. See Attachment 9.0 for DDOT's determination on perceived or direct conflicts of interest.
- The Prospective Contractor will be required to follow federal Equal Employment Opportunity laws and policies.
- The District of Columbia does not discriminate against a Prospective Contractor because of race, religion, color, sex, national origin, age, disability, low income, or any other basis prohibited by D.C. or federal law relating to discrimination in employment.
- This contract is subject to all federal regulations, including Title VI of the Civil Rights Act of 1964, as amended.
- The Davis-Bacon Act is applicable to this project. As such, the Design-Builder, all subcontractors and subconsultants will comply with the wage and reporting requirements imposed by that Act.

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SECTION 10

Disadvantaged Business Enterprises

DDOT is committed to utilizing DBEs in federally funded design/construction projects, as defined in 49 CFR § 26, as amended. **The DBE participation goal for this procurement is 25 percent of the total DBC value.** Prospective Contractors are encouraged to actively and aggressively take all necessary and reasonable steps to ensure that DBEs have every opportunity to compete for and perform services on this project. It is the Prospective Contractor's responsibility to seek out DBEs as potential subcontractors and to select those portions of the work or material needs consistent with available DBE subcontractors and suppliers so as to facilitate DBE participation. Any exclusivity agreement between a Prospective Contractor and a DBE is prohibited.

In the event a Prospective Contractor has concluded that it is unable to meet the DBE goals set for this contract, that prospective contractor will provide complete information and documentation regarding its "good faith efforts" towards achieving the DBE goal (49 CFR §26.53(b.2)). Additional details regarding what constitutes "good faith effort" and what documentation will be provided to demonstrate "good faith effort" will be included in the RFP.

If a firm is not DBE-certified, it must become certified with the Metropolitan Washington Uniform Certification Program before to the Proposal submission date. Any firm that is currently certified in its home state as a DBE and wishes to apply for certification as a DBE with the Metropolitan Washington Uniform Certification Program should contact the DDOT Office of Civil Rights.

If a firm is not currently certified as a DBE, the firm must complete a Uniform Certification Application and provide all supporting documents. These documents can be retrieved at the following website;

<http://dbe.ddot.dc.gov/UserServlet>

For additional information contact:

Name: Ms. Glenda Payne

Address: District of Columbia Department of Transportation

Office of Civil Rights

55 M Street, SE

3rd Floor

Washington, D.C. 20003

Phone: (202) 673-6813

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SECTION 11

Training Services Provisions

TSP/Employee Training Requirements will be provided as part of the Contractor's Equal Employment Opportunity affirmative action program in accordance with 23 CFR, Appendix B to Subpart A, Part 230, and as follows:

The TSP goal for this project is anticipated to be up to 100 positions. However, the final number of trainees to be trained under the TSP provisions will be decided by the DDOT Office of Civil Rights. The final number of TSP positions will be included in the RFP.

The Contractor will provide on-the-job training aimed at developing individuals to journeyman status in the type of trade or job classification involved.

If the Contractor subcontracts a portion of the contract work, he will decide how many, if any, of the trainees are to be trained by the subcontractor, provided however, that the Contractor will retain the primary responsibility for meeting the training requirements of the TSP. The Contractor will also ensure that the TSP is made applicable to such subcontractor.

When feasible, 25 percent of apprentices or trainees in each occupation will be in their first year of apprenticeship of training.

Training and upgrading of minorities toward journeyman status is a primary objective of the TSP. Accordingly, the Contractor will make every effort to enroll minority and women trainees to the extent that such persons are available within a reasonable area of recruitment.

The TSP goal for the Project is identified in Section 3.2. Prospective Contractors are encouraged to actively and aggressively take all necessary and reasonable steps to ensure the TSP goal is met or exceeded for this Project.

If a prospective contractor has concluded that it is unable to meet the trainee/apprenticeship goal set for this project, that prospective contractor will provide complete information and documentation regarding its "good faith efforts" towards achieving the trainee/apprenticeship goal. Additional details regarding what constitutes "good faith effort" and what documentation will be provided to demonstrate "good faith effort" will be included in the RFP.

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SECTION 12

Miscellaneous

The team proposed by Prospective Contractor, including but not limited to the Prospective Contractor's organizational structure, Lead Contractor, Lead Designer, Independent Design Checker, Independent Quality Assurance Firm, Key Personnel, subconsultant and/or major subcontractor, and other individuals identified pursuant to Sections 3.4 and 3.5, will remain as the Prospective Contractor's team for the duration of the procurement process and for the duration of the DBC, if the Prospective Contractor is awarded the DBC. If extraordinary circumstances require a proposed change, it must be submitted in writing to DDOT's COTR, who, in his/her sole discretion, will determine whether to authorize a change. Unauthorized changes to the Prospective Contractor's team at any time during the procurement process, without notification to the Contracting Officer, may result in the elimination of the Prospective Contractor from further consideration.

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