



REQUEST FOR PROPOSAL (RFP) – BID# 7550585

**EARLY CONTRACTOR INVOLVEMENT (ECI) - REPLACEMENT OF PARK AVENUE BRIDGE
#922**

SUBMISSION DEADLINE: Friday, May 27, 2016 at 11:00 AM (ET)

PRE-BID CONFERENCE: NO
 YES Wednesday, May 13, 2015 at 10:00 AM (ET)

Mandatory: NO
 YES: Any vendor who intends to submit a bid proposal in response to this solicitation must have its designated representative attend the mandatory pre-bid conference. The representative must register at the pre-bid conference and disclose the identity of the vendor whom he/she represents. Because attendance at the pre-bid conference is mandatory, a vendor's failure to attend and register at the pre-bid conference shall result in disqualification of the vendor's bid proposal as non-responsive to the solicitation.

Location: Rhode Island Department of Transportation - Traffic Management Center Conference Room
2 Capitol Hill
Providence, RI

Buyer Name: *Lisa Hill*
Lisa Hill
Title: Chief Buyer

QUESTIONS Prospective bidders are hereby notified that all questions pertaining to this contract must be submitted to the Department of Transportation in writing through its website at <http://www.dot.ri.gov/contracting/bids> by accessing the questions & answers menu located within the 'contracting', then 'bidding opportunities' link. Response to the submitted questions will also be posted under this link as an addendum as appropriate. Phone calls will not be accepted.

SURETY REQUIRED: YES

BOND REQUIRED: YES

DISK BASED BID: NO
 YES: See attached Disk Based Bidding Information

NOTE TO VENDORS:

Vendors must register on-line at the Rhode Island Division of Purchases website at www.purchasing.ri.gov. Offers received without the completed four-page Rhode Island Vendor Information Program (RIVIP) Generated Bidder Certification Cover Form attached may result in disqualification.

THIS IS NOT A BIDDER CERTIFICATION FORM

REQUEST FOR PROPOSAL

FOR

**Early Contractor Involvement Pre-Construction
Services for the
Replacement of the Park Avenue RR Bridge No. 922,**

Cranston, Rhode Island

Part 1, Instructions for Respondents

Rhode Island Department of Transportation

May , 2016

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INSTRUCTIONS FOR RESPONDENTS

1.0 INTRODUCTION

Requests for Proposals (RFPs) are hereby solicited by the State of Rhode Island Department of Administration (RIDOA)/ Division of Purchases on behalf of the Rhode Island Department of Transportation (RIDOT) to acquire Early Contractor Involvement (ECI) preconstruction services for:

Bid # 7550585
Early Contractor Involvement Services for the Replacement of the
Park Avenue RR Bridge No. 922, Cranston, RI

This Request for Proposals (“RFP”) is issued to those qualified contractors interested in providing pre-construction services for the Replacement of the Park Ave RR Bridge #922 (Project).

ECI is a contracting method that involves the Contractor in the design phase of a project and is defined in more detail below.

The Project priorities are:

- Replace the bridge superstructure and reconstruct or modify the existing abutments with a quality bridge that will have a minimum 75 Year design life;
- Minimize the closure of Park Avenue during the replacement activities to the greatest extent possible;
- Minimize/manage the risk and impacts associated with Amtrak’s northeast corridor to the greatest extent possible;
- Gain vertical clearance over Amtrak while minimizing raising the roadway profile;
- Provide the best price for the scope of work and project constraints identified;

During the design process, the Contractor works collaboratively with the RIDOT Project Team and its Consultant to:

- Continually update, at regular intervals, the cost estimate(s) and construction schedule.
- Develop an open cost model for the cost estimate(s) so that assumptions, contingency, and approach to the estimate are similar.
- Develop and formulate a Subcontracting Plan to integrate subcontractors, including local, small, minority and disadvantaged businesses, in the construction phase.
- Participate in up to three formal constructability, biddability, and cost engineering reviews of the design at designated design milestones for each section, phase, or construction package.
- Develop and maintain a risk registry and hold mitigation meetings at the design milestones.

- Provide up to three progressively refined construction cost estimates at designated design milestones for each section, phase, or construction package. At the 100% design stage the cost estimate shall be considered the Contractors bid and only two iterations of the cost estimate will be allowed.
- Continually provide input on constructability, value engineering, and cost as requested.
- Allow for complete examination of the cost estimate(s) and all back-up documentation by RIDOT and its Consultant.
- Develop and propose innovations for project construction.
- Coordinate with all project stakeholders in conjunction with RIDOT and its Consultant. This will include meetings with Amtrak, environmental agencies, local stakeholder groups, adjacent property owners, utility companies, and the public.

If the Contractor is awarded the construction contract, their role will be to construct the project within the Agreed to Price (defined below) and propose solutions that will help achieve the goal of staying within the budget. If RIDOT and the Contractor cannot reach an Agreed to Price, RIDOT retains the right to cancel the project, reduce the scope, or deliver the project by other means. If RIDOT chooses to deliver the project by other means, the selected Contractor **will not** be permitted to submit a bid.

2.0 BACKGROUND INFORMATION

2.1 Project Description, Construction and ECI Scope of Work

The Project is located in Cranston, Rhode Island and includes the design and construction of a replacement superstructure and a reconstructed or modified substructure for the 73.5 foot long Park Avenue RR Bridge No. 922. The bridge carries Park Avenue over Amtrak's northeast corridor. The through-girder bridge was closed in late June 2015 due to severe deterioration of the timber deck after the harsh 2014/2015 winter. RIDOT immediately had the timber deck replaced and the bridge re-paved using Emergency Type I procedures, and re-opened the bridge on July 21, 2015. Despite the quick re-opening of the bridge, the steel through girders and floor beams are still in an advanced state of deterioration such that the bridge remains posted for 16 tons and is on the State's deficient bridge list.

The Project construction is anticipated to include demolishing the existing superstructure (including the pavement, sidewalks, timber deck, utilities, floor beams and through girders), and constructing and installing a new superstructure and reconstructing or modifying the existing substructure including all items mentioned herein. This work will include modifying the beam seats as necessary for the new superstructure, temporary support of, and possible relocating the existing utilities to the underside of the bridge, replacing the Amtrak safety barrier on the bridge, and constructing a traffic rail to protect the sidewalks if necessary. Approach work will be included as necessary in order to install the RIDOT standard deck-over-backwall detail at each abutment, and repaving as necessary of the bridge and its approaches. The replacement superstructure must (if possible) increase the vertical clearance of the bridge over Amtrak while minimizing the increase to the roadway profile which

already has relatively steep grades on each approach to the bridge. If a steel superstructure is used, the steel must be metalized *and* painted.

One possible superstructure alternative for this Project that RIDOT foresees is a steel multi-girder/concrete deck superstructure which could accommodate the existing utilities. The superstructure could be constructed with pre-fabricated bridge units of two girders each in a staging area while the existing bridge remains open to traffic. The pre-fabricated bridge units could then be installed in an accelerated manner, and the closure pours could use high early-strength concrete.

One possible abutment modification that RIDOT foresees is the installation of a row of minipiles behind each existing abutment, then the construction of a new abutment "cap" over the minipiles and the existing abutments. Example details of this concept are included in the solicitation's associated ZIP File.

ECI Introduction:

ECI is a contracting method that involves the Contractor in the design process. The intent is to form a partnership between RIDOT, the Contractor, and the Consultant through the entire design process in order to develop a more constructible project with a more accurate schedule and cost estimate, and to minimize the risks for all parties. RIDOT intends to rely on the Contractor's expertise in order to achieve these goals.

The Contractor's ECI preconstruction services will generally consist of working collaboratively with RIDOT and the Consultant in developing the design, schedule, and cost estimate for the Project. The ECI services may also include assisting in early procurement of long-lead items and/or early utility work. This RFP uses the term "Contractor" when indicating the construction firm that will provide the ECI preconstruction services for the Project and that may become the General Contractor if a construction contract can be successfully agreed to as follows:

When the design reaches the PS&E or 100% stage, the Contractor will be given the opportunity to provide a final cost estimate or bid for the Project for use in the construction contract price discussions. If RIDOT and the Contractor can agree on a price, then the Contractor will be awarded the construction contract and he then becomes the General Contractor for the construction phase of the Project. If RIDOT and the Contractor fail to reach agreement on price (after two attempts), RIDOT may use another administration method such as public bidding/Low Bid.

Early procurement or construction work may be considered for acquisition of long lead items or to complete early construction tasks that can be completed and turned over to another Contractor, should discussions for the remaining construction cease as described above. Early utility or construction work may be considered with the understanding that early phases are not a guarantee of selection for the remaining construction. Early phases must be independent and severable from the remaining construction package(s), with a well-defined end point. Construction will not begin until an Agreed to Price has been accepted for a substantially complete PS&E package.

Geotechnical data is currently being acquired by RIDOT's Consultant Commonwealth Engineers and Consultants, Inc. (CE&C).

Traffic Data: The existing traffic on the bridge is approximately 17,700 vehicles per day.

Independent Cost Estimator

An independent party will be hired by RIDOT to prepare a series of detailed estimates. These estimates will be performed independent of the Contractor and CE&C and will be used for cost comparison to the various cost estimates and bids from the Contractor. The Independent Cost Estimator (ICE) will prepare cost estimates similar to the methods that contractors prepare cost estimates: using direct and indirect costs, overhead, and profit.

Agreed to Price

The Agreed to Price is the total itemized dollar amount developed by the Contractor and agreed upon between the Contractor and RIDOT for the cost of construction of the Project or a portion of the Project (excluding the cost for preconstruction services). It shall include all permitting, construction, labor, equipment and materials and all incidentals necessary to complete the construction of the Project or portion of the Project.

The Agreed to Price is the sum of the cost of construction for a sufficient Plans, Specifications, and Estimates bid package. The Agreed to Price may be developed with pay items and assumptions. Payment for the construction of the Project will be paid through standard bid items per the RIDOT Standard Specifications.

RIDOT anticipates initiating discussions for the Agreed to Price based on 75% or greater complete contract documents. Multiple Agreed to Prices may be developed and accepted during the design and construction phases of the Project. RIDOT reserves the right not to award any parts(s) or all of the Construction Services, and bid/award some or all of the construction work separately. The selected proposer shall deliver to RIDOT cost estimates and Cost Models at any appropriate milestones requested by RIDOT for an appropriate Long Lead Time Procurement (LLTP) or construction phase.

Except for change orders approved by RIDOT, an Agreed to Price will not be increased. The Contractor assumes all risk with performance of the work, including management of its subcontractors, suppliers, and any associated cost impacts over and above an Agreed to Price.

At 100% design, cost estimates (or bids at this stage) can be offered and discussed twice. After the second and final attempt to reach an Agreed to Price, RIDOT reserves the right to prepare the plans, specifications, and estimate package for advertisement and low bid award.

Cost Model

This is the cost accounting tabulation for the construction of the Project (or a portion thereof) that is developed and updated by the Contractor prior to the submission of their bid at 100% design. The cost model will be generated to document the Contractor's production based construction cost estimating which includes all field direct costs (labor, equipment, and materials), field indirect costs, overhead, and profit. This is described further in the Approach to Price in Section 4.2b.

Open Book Process

During the design process, RIDOT may ask the Contractor to disclose certain materials such as field direct costs (labor, equipment, and materials), field indirect costs, overhead, and profit to validate their cost estimates and bids. All materials of this nature will be viewed in an open book format. This information is also required as part of the Contractor's Approach to Price and is an Evaluation Criteria under Section 4.2b below. The information will be held strictly confidential and that section will be removed from any proposal that is used in debriefing unsuccessful respondents.

Solicitation ZIP File

The Solicitation ZIP File contains the following: RFP Part 2, Price Proposal Form, Existing Plans, FHWA Form 1273, Letter of Adverse Effect, Required Forms from Section 4.4, and example abutment details of Bridge #131

The Consultant CE&C is currently identifying several alternative structure types and also conducting substructure analysis and design options that will not be evaluated further until the Contractor is selected.

RIDOT anticipates obtaining applicable environmental permits prior to award of any construction. RIDOT also anticipates processing this project as a NEPA Categorical Exclusion (CE) under the scope of work described in this RFP.

RIDOT/FHWA is coordinating with the Rhode Island State Historic Preservation Officer ("RI SHPO") in compliance with Section 106 of the National Historic Preservation Act and an "adverse effect" determination for this project has been reached.

Scope of this RFP for ECI Services

This "Competitive Sealed Proposals" procurement method is a one step process which includes a Technical Proposal and a Price Proposal. RIDOT is seeking responses to this RFP from Contractors who are qualified and prepared in all respects to undertake the preconstruction services and construction of this project.

RIDOT is soliciting written Technical Proposals and Price Proposals from qualified general contractors who will provide ECI Services as follows, but not limited to:

- Attend the Project Scoping/Kick-Off Meeting, Project Design Meetings, Milestone Meetings, Long Lead Time Procurement (LLTP) or cost estimate discussion meetings with the Project team as agreed at the Project Scoping/Kick-Off Meeting.
- Participate and collaborate with RIDOT and the Consultant in the design process including but not limited to providing input from preliminary concepts to 100% design and analyzing and brainstorming ways to mitigate the project risks.
- Review all as-builts, conceptual designs, and site conditions.

- Conduct constructability reviews of the design, prepare schedules, and prepare cost estimates at design milestones.
- At the design milestones, prepare contractor cost estimates in accordance with the Cost Model as defined above, and *also* traditional RIDOT Pay Item cost estimates.
- Analyze and formulate construction methods/techniques to maintain/relocate utilities during construction.
- Prepare project schedules that minimize to the greatest extent possible the closure of Route 12 (Park Avenue) while accommodating all limiting factors including, but not limited to Amtrak work windows.
- Coordinate with RIDOT and the Consultant throughout the preconstruction phase through a combination of on-site meetings, design meetings, and conference calls.
- Participate with RIDOT and the Consultant in the Stakeholder outreach program. This may include meetings with Amtrak, environmental agencies, local stakeholder groups, adjacent property/business owners, utility companies, and the public.

For the purposes of resourcing to provide the preconstruction services, Respondents may assume a 4-6 month long design process, and major design milestones of 30%, 75%, and 100% (PS&E).

Services to be provided by RIDOT

The following services will be provided by RIDOT during the preconstruction phase:

- Scheduling, facilitation, attendance and participation in initial kick-off meeting
- Provide design alternatives
- Scheduling and facilitating project progress meetings, milestone meetings, and stakeholder meetings
- Coordination with third parties including, but not limited to, Amtrak, utility companies, environmental permitting agencies, and property owners.
- Provide construction plans and specifications
- Develop and calculate quantities
- Review Contractor cost estimate

2.2 Right-of-Way and Site Acquisition

ROW acquisition is anticipated and RIDOT will procure as necessary based on the design and constructability reviews conducted between RIDOT, the Consultant, and the Contractor.

2.3 Project Milestone Schedule

The current schedule for the overall Project is for substantial completion by December 22, 2017.

RIDOT currently anticipates conducting this ECI procurement in accordance with the following list of milestones. This schedule is subject to revision and RIDOT reserves the right to modify this schedule as it finds necessary, in its sole discretion.

Advertise RFP	May 6, 2016
Pre-Proposal Meeting w/ Respondents	May 13, 2016
Deadline for Questions & Comments	May 18, 2016
Proposal Submission Date	May 27, 2016
Evaluate Technical Proposals (Score and Rank)	June 15, 2016
Open Price Proposals	June 15, 2016 (Estimated)
Notice of Tentative Award	June 16, 2016
ECI Contract Execution	June 30, 2016
Notice to Proceed	July 1, 2016
Substantial Design Completion	October 30, 2016
Substantial Construction Completion	December 22, 2017

Respondents are on notice that any earlier completion date(s) identified by Respondent in response to this RFP will be deemed by RIDOT as the contractual completion date(s) for this Project.

2.4 Online Proposal Questions

There will be NO point of contact at RIDOT who will directly answer questions either in person, through e-mail, or by telephone.

Any pertinent questions subsequent to this solicitation must be posted at RIDOT'S "Bidding Opportunities" web page accessible at: <http://www.dot.ri.gov/contracting/bids> and follow the link to "?" to submit questions for this solicitation. Interested parties must disclose their name/company affiliation along with posted inquiry; responses to questions submitted for the subject Project will also be posted under the same questions menu.

A determination will be made by RIDOT, in coordination with the RIDOA/ Division of Purchases, whether an addendum will be required. The Q & A Forum will disable ***SEVEN (7) FULL CALENDAR DAYS*** prior to the due date for this PROJECT. **Therefore, questions will not be accepted after Midnight on May 18, 2016.**

2.5 RFP Documents

The documents included in this RFP (collectively the “RFP Documents”) consist of the following:

- PART 1 – INSTRUCTIONS FOR RESPONDENTS
- Solicitation ZIP File Containing:
 1. PART 2 – PRICE PROPOSAL FORM
 2. EXISTING PLANS
 3. FHWA FORM 1273
 4. LETTER OF ADVERSE EFFECT
 5. REQUIRED FORMS FROM PART 1, SECTION 4.4
 6. EXAMPLE ABUTMENT DETAILS BRIDGE #131

Respondents shall base their Proposals on the terms and conditions of the ECI Contract included in the latest issued Addendum. The Contract includes all RFP Documents, all documents referenced within the RFP Documents, and the selected Proposal.

The terms Respondent and Contractor shall be considered interchangeable throughout this RFP.

Addenda to the RFP Documents, if any, will be posted on the RIDOT project website.

2.6 ECI Process for Design and Construction

- A. In collaboration with RIDOT and the Contractor, Consultant designs the project with preconstruction services provided by the Contractor.

The selected Contractor will be awarded a preconstruction contract, prepared and administered by the RIDOT. The cost of the preconstruction contract will be based upon the successful Respondents all-inclusive hourly rate, and the estimated number of manhours to be expended during design. The estimated number of manhours for pre-construction services shall be negotiated between RIDOT and the successful Respondent. The requirements for submitting proposals are outlined in Sections 3.0 & 4.0 of this RFP.

- B. Contractor analyzes constructability and risks, contributes input to design elements, submits cost estimates and schedules for Project (at design milestones, early procurement, and/or final construction bid). RIDOT will review the prices submitted by the Contractor. RIDOT will hold meetings between all parties as necessary if there are issues or questions with regards the Contractor prices. RIDOT will then make the final determination of acceptability of the Contractor prices. If the price is determined acceptable by RIDOT then the Contractor shall build the Project or portion thereof as the case may be.

Every procurement phase, be it a portion of the Project, materials only, or the entire Project, shall be evaluated for a DBE goal. If the DBE goal is greater than zero, in order to be awarded the contract, the Contractor must submit commitments sufficient to reach the goal or demonstrate good faith efforts to meet the goal as approved by RIDOT.

C. Contractor Builds Project

Whenever the price for a portion of, or the entire Project, is determined acceptable by RIDOT, then the construction work proceeds in the same manner as a design-bid-build project as per the agreed upon contract from that point forward.

3.0 ADMINISTRATIVE REQUIREMENTS, GENERAL INSTRUCTIONS AND NOTIFICATIONS

In addition to the specific submittal requirements set forth in Contents of Proposals Section 4.0 below, all Respondents shall comply with the following:

Submittals received must be in accordance with guidelines as outlined in this RFP and the State's General Conditions of Purchase which can be accessed online through the *Rhode Island Vendor Information Program*, or "RIVIP" as it is known at:

<http://www.purchasing.ri.gov>

All Respondents are advised to review all sections of this RFP thoroughly and to follow the instructions carefully. Failure to make a complete submission as described elsewhere herein may result in rejection of Bidder's submission.

All Respondents MUST register online at the RIVIP'S Internet website at **www.purchasing.ri.gov**.

A fully completed and signed **RIVIP BIDDER CERTIFICATION COVER SHEET** – All three pages MUST accompany EACH response submitted. This document must be downloaded from the RIVIP website. Failure to make a complete submission inclusive of this three-page document may result in disqualification.

Should there be a need for assistance in registering and/or downloading any document, call (401) 574-8100 and request the RIVIP help desk for technical assistance. Office Hours: 8:30 AM – 4:00 PM, Monday through Friday.

The State does not require E-VERIFY compliance in any of its purchasing and/or hiring of services; however, Respondents are hereby advised that in line with the Federal Acquisition Regulations any federal contract based on the services requested may require that the State obtain evidence of E-VERIFY compliance from the successful Respondent.

RIDOT will not consider for award any Proposals submitted by any Respondents and will not consent to subcontracting any portions of the proposed ECI Contract to any subconsultants in violation of the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits employment of those not authorized to work in the United States.

The Rhode Island Department of Transportation, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000d - 2000d-4 and 49 C.F.R. Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation □ Effectuation of Title VI of the Civil Rights Act of 1964, issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, Disadvantaged Business Enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, national origin, age, or disability in consideration for an award.

- It is intended that a selection pursuant to this RFP will be made to a Respondent who will assume all aspects of the work. **Joint Ventures** will be permitted, provided a Joint Venture Agreement is included in the QUALIFICATIONS/TECHNCIAL proposal which clearly identifies the entities which comprise the Joint Venture and the Officers of the Joint Venture. Agreement documentation must also be included if Respondent is structured as a **Corporation, Limited Liability Company, General Partnership, Limited Partnership or other form of organization.**
- Submissions in response to this solicitation are considered to be irrevocable for a period of not less than one hundred twenty (120) days following the established due date and may not be withdrawn without the express written permission of the State Purchasing Agent.
 - Responses misdirected to other State locations or which otherwise are not received by the State Division of Purchases by the established due date for any cause will be determined to be late and will not be considered. The office clock, for the purpose of registering the arrival of a document, is in the reception area of the Department of Administration (DOA), Division of Purchases, One Capitol Hill, Providence, Rhode Island.
- Respondents are advised that all materials submitted to the State for consideration will be considered to be public records as defined in RI Gen Laws 38-2, without exception, and will be released for inspection immediately upon request once an award is made.
- In accordance with RI Gen. Laws 7-1.2-1401, no **FOREIGN CORPORATION** (a corporation established other than in Rhode Island) has the right to transact business in this State until it has procured a Certificate of Authority to do so from the Office of the Secretary of State (401) 222-2357.

3.1 Insurance/Bonding

Insurance/Bonding - All surety companies must be listed with the Department of Treasury, Fiscal Services, Circular 570 (Latest revision published by the Federal Register). The amount of the Proposal Guaranty will be designated in the RFP request. Respondents shall include evidence from a surety or insurance company in accordance with the 2004 Rhode Island Department of Transportation Standard Specifications for Road and Bridge Construction stating that the Respondent is capable of obtaining a performance and payment bond based on the current estimated contract value referenced in the Section 2.1 above, which bonds will cover the Project and any warranty periods. Respondents shall *not* include the bond amount in the Qualifications/Technical Proposal. The evidence of surety shall clearly state that the Contractor is capable of obtaining a performance and payment bond based on the current estimated contract value covering the Project and any warranty periods.

At point of contract award, execution of the Bid Bonds will not be considered complete unless accompanied by a certified copy of the Power of Attorney for the Surety's Attorney-In-Fact.

3.2 ECI Evaluation Committee (COMMITTEE)

An **ECI Evaluation Committee (COMMITTEE)** will be appointed by RIDOT comprised of a Chairperson and RIDOT technical personnel (VOTING MEMBERS) responsible for the PROJECT under consideration. The COMMITTEE will be assigned to evaluate and score all proposals until a final recommendation has been determined. The COMMITTEE Chairman will be responsible to present final selection recommendation for Departmental approval. In addition to the appointed COMMITTEE Members, RIDOT may use any appropriate technical resources to provide assistance in evaluating the submittals. Technical resources will act in an advisory capacity only and will not review or score any documentation.

All RFP documents will be treated with extreme confidentiality. Documents will not be accessible to the general public, to Proposers, or to RIDOT employees not involved in the selection process.

3.3 One-Step RFP

Respondents are advised that the evaluation and selection of an **APPARENT BEST VALUE RESPONDENT** to provide the requested services will be done through a **one-step procurement process** defined as follows:

The RFP response requested will entail **ONE (1)** simultaneous submission of ***separately sealed*** **QUALIFICATIONS/TECHNICAL** and **PRICE PROPOSALS** for RIDOT evaluation and final selection recommendation.

4.0 CONTENTS OF PROPOSALS

This section describes specific information that must be included in the Qualifications/Technical and Price Proposals. The format for the presentation of such information is described in Section 6.0.

Respondents will simultaneously submit a two-part Proposal, with each part submitted in separately sealed packages:

1. The Qualifications/Technical Proposal will consist of all information required under this section and Section 3.0 except for that required in Section 4.5 (Price Proposal) below.
2. The Price Proposal will consist of the information required in Section 4.5 below and will be submitted in a sealed package separate from that submitted for the Qualifications/Technical Proposal. The Price Proposal will not be opened until the Qualifications/Technical Proposal has been evaluated and scored pursuant to Section 5.1 below.

Proposal Certification - Respondents are advised that RIDOT intends to review and rely upon the information submitted pursuant to this section of the RFP for purposes of evaluating the Respondent's proposal. The Respondent shall: (a) confirm in its Proposal that the above-referenced information remains true and accurate, or, if any such information is no longer true or accurate, then (b) provide updated information that is true and accurate. The Respondent is also invited to enhance the level of detail of such information provided in the RFP if it so chooses.

4.1 Letter of Submittal

Respondents shall provide a Letter of Submittal on the Respondent's letterhead signed by an authorized representative i.e. the owner, officer or other agent of the firm, and shall be the contact point for all communications from RIDOT related to the RFP or the Project, of the Respondent's organization. The Letter of Submittal shall also include the following:

1. Provide the names and the roles of all participants.
2. Identify a single, primary point of contact for the Contractor with address, phone number, fax number, cell phone number, and E-mail address where all communications from RIDOT should be directed for the proposal and evaluation phases and duration of the Contract. **RIDOT prefers that the primary and secondary points of contact are key staff members that will be directly involved during the proposal development, evaluation phase, design and construction stages.**
3. Include an affirmative declaration that to the best of each Participant's knowledge and belief, the information supplied by said Participant is true and accurate.
4. Include a declaration that each Participant company(s) are prepared to provide the necessary financial, material, equipment, professional, labor and staff resources to perform the project.

5. Include a general authorization for RIDOT to confirm all information contained in the Technical Proposal.
6. Include a declaration that all addenda have been received by the Proposer. The Proposer is alerted to their responsibility to confirm that all team members have received all addenda. The Proposer is solely responsible to ensure that their team has the correct information.

4.2 Qualifications/Technical Proposal

4.2a Respondent's Qualifications

1. Project Management Team (0-15 points)

- a. Submit resumes providing job descriptions and responsibilities and authority for each working title. Identify and discuss the qualifications of the following Project Management Team including providing qualifications and relevant experience, any unique knowledge relevant to the project, and their commitment and time availability for the project:
 1. Project Manager – This position shall be filled by an experienced professional who has successfully completed a minimum of three RIDOT projects in the past 10 years. This individual will be the overall Project Manager for the preconstruction services and construction services. Emphasize Amtrak coordination experience and accelerated bridge construction experience. The project manager is expected to be involved in the preconstruction services and help with the continuity in the construction phase. This person will be the main point of communication to the Project Team and shall be an employee of the prime contractor or prime joint venture constituents.
 2. Construction Superintendent – This position shall be filled by an experienced professional who has successfully completed a minimum of three RIDOT projects in the past 10 years. Emphasize construction management experience including bridge construction over Amtrak, Amtrak coordination, accelerated bridge construction, utility coordination and relocation, and maintenance of traffic.
 3. Cost Estimator – This position shall be filled by an experienced professional who has successfully completed a minimum of three RIDOT projects in the past 10 years. This position will involve the development and maintenance of bids and the cost model and conforming the cost model to the ICE's model, and attending key meetings where price, risk, and assumptions are discussed.

Resumes shall be a maximum of **one (1) page** each.

RELEVANT WORK EXPERIENCE: (0-20 points)

Respondents shall answer the below Y/N questions. No single question will be used as a pass/fail criteria for the proposal evaluation.

1. Have you built a bridge over Amtrak's northeast corridor? Y/N
2. Have you built a bridge using accelerated bridge construction? Y/N
3. Have you built a bridge requiring temporary support of utilities over Amtrak? Y/N
4. Have you reconstructed/modified existing granite block abutments? Y/N
5. Have you completed a design-build project and/or early contractor involvement project? Y/N
6. Have you demolished and removed a bridge over Amtrak? Y/N

Please provide a previously completed (within the last ten years) reference project with as much relevance to this Project as possible.

4.2b Technical Criteria

PROJECT APPROACH: (Limit 10 pages) (0-20 points)

Respondent shall provide sufficient information to enable RIDOT to understand and evaluate the Respondent's approach to providing the pre-construction and construction services described in this RFP. At a minimum, each Proposal shall respond to the following requirements:

- a. Propose a construction approach that optimizes value to the project, with a realistic view of known constraints. Discuss factors that would affect schedule such as Amtrak work windows, utilities, site constraints, materials, equipment and labor availability, etc. Include any innovations that can be applied to meet the Project priorities.
- b. Describe Respondent's understanding the utility issue on this project. Identify and list all known utilities and describe Respondent's coordination and relocation plan.
- c. Respondent's understanding of the biggest risks and challenges to attaining the contractual completion date and meeting the Project priorities and what can be done to mitigate the risks and challenges, with a focus on Amtrak.

CONSTRUCTION SCHEDULE: (0-15 points)

Respondents shall include a basic construction schedule with a detailed list of assumptions. For the purposes of developing the basic schedule, assume construction award and Notice to Proceed on December 1, 2016.

Scheduler: This position shall be filled by an experienced professional who has successfully completed a minimum of three RIDOT projects in the past ten years. Experience looked for will include bridges over Amtrak, utilities, and accelerated bridge construction.

APPROACH TO PRICE: (0-20 points)

Narrative: Provide a summary narrative of how cost estimates will be developed in relation to the project issues as bulleted below:

- Discuss how utilities and Amtrak will affect the cost estimate development.
- Discuss approach to equipment availability, rental rates, including any adjustments to hourly rates based on schedule usage of equipment versus length of time equipment will be on the job.
- Discuss which material and subcontracting prices are anticipated to be firm, and which are anticipated to be plug-in prices. Discuss any temporary construction that is anticipated.
- Discuss how site constraints and the priority of limiting the closure of Park Avenue affect the cost estimate development.
- Document the Contractor's production based construction cost estimating which includes all field direct costs (labor, equipment, and materials), field indirect costs, overhead, and profit.

All information provided in this section will remain strictly confidential. During any de-briefing meetings with unsuccessful respondents, this section will be removed from any proposal to be viewed by another contractor.

4.3 DBE and OJT Requirements

Disadvantaged Business Enterprises ("DBE") and Training.

DBE GOAL: Although not required for the pre-construction services, Disadvantaged Business Enterprise participation is encouraged. DBE goals will be established for construction activities and will be assigned to those portions of the Project during the design process. DBE participation during construction activities shall consist of concerted efforts by the Respondent as part of its affirmative action responsibilities to include DBE Firms on Federal-Aid transportation projects. Hereafter, DBE refers to businesses owned or controlled by socially and economically disadvantaged person(s) as certified by the RIDOA for the RIDOT.

A list of current Rhode Island State certified DBE firms may be obtained through the State's Minority Business Enterprise (MBE) Office website @ www.mbe.ri.gov. Any questions should be directed to:

**RIDOT Office of Business and Community Resources
Room 110, Two Capitol Hill
Providence, RI 02903
(401) 222-3260**

- **TRAINEES:** There is also no Training goal required for the pre-construction services. Training goals will be required for construction activities and will be assigned to those portions of the Project during the design process.

4.4 Required Forms

Besides the RIVIP Bidder Certification Cover Sheet as required at the State level and obtained through the RIVIP website, RIDOT also requires that the following SIX (6) FORMS be completed and included in your submission package in line with federal regulations and departmental policy. These FORMS will be reviewed for completeness and will be made part of the contract documents.

- **DEBARMENT FORM:** Must be completed and signed by an authorized agent of the Bidder.
- **LOBBYING FORM:** Enter known project information on PAGE 1 (DESCRIPTION etc.); Respondent must complete FORM and submit signed by an authorized individual of the Bidder.
- **CONFLICTS DISCLOSURE STATEMENT:** In line with directions stated, completed FORM(s) must be signed and submitted accordingly.
- **ANTI-COLLUSION CERTIFICATE:** Must be completed and signed by an authorized agent of the Bidder.
- **CERTIFICATION FOR TITLE VI ASSURANCE:** Must be completed and submitted accordingly
- **W-9 Form:** Must be completed and signed by an authorized agent of the Respondent. Form may be downloaded at www.purchasing.ri.gov.

ALL FORMS (Except W-9) ARE ON THE SOLICITATION ZIP FILE AND MUST BE COMPLETED AND COPIES SUBMITTED ALONG WITH EACH QUALIFICATIONS/TECHNICAL PROPOSAL SUBMISSION. ("ORIGINAL" & COPIES). PLEASE NOTE, FOR W-9 FORM ONLY, ONE (1) UNBOUND "ORIGINAL" COPY IS REQUIRED AT TIME OF SUBMISSION. COPIES OF W-9 NEED NOT BE INCLUDED IN INDIVIDUAL PROPOSAL SUBMISSIONS.

4.5 Price Proposal

Respondent shall specify on the Price Proposal Form, an all-inclusive hourly rate to include, but not limited to: labor rate, travel, overhead, profit, incidentals, etc. that the Contractor will charge for the ECI services described in Section 2.1 above, in both numbers and words. The all-inclusive hourly rate shall be a weighted average of the rates for the various labor categories that can be expected to conduct the ECI services as described in Section 2.1. The successful Respondent will be compensated at the all-inclusive hourly rate for all manhours spent on preconstruction services.

Respondent shall submit, separate from the Technical Proposal, THREE (3) COPIES of a completed signed and sealed COST PROPOSAL using the required format attached.

5.0 EVALUATION PROCESS FOR PROPOSALS

RIDOT will evaluate each Proposal from each Respondent, with such evaluation being based upon the numerical weighting set forth in Sections 5.1 and 5.2 below. The Qualifications/Technical Proposal will have a weighting of ninety percent (90%) of the total score and the Price Proposal will have a weighting of ten percent (10%) of the total score.

In its sole discretion, RIDOT may hold interviews, ask written questions of the Respondents, seek written clarifications, conduct discussions on the Proposals, and solicit updated proposals during the evaluation and selection process.

5.1 Qualifications/Technical Proposal Evaluation Criteria

The Qualifications/Technical Proposal will be evaluated qualitatively based upon the following selection criteria. The selection criteria below are intended to be informational, and all information required under the identified Sections will be evaluated.

Selection Criteria	Rating Weight
Project Management Team	(0-15)
Relevant Work Experience	(0-20)
Project Approach	(0-20)
Schedule	(0-15)
Approach to Price	(0-20)
TOTAL	90 points (max)

If RIDOT determines that a Qualifications/Technical Proposal does not comply with or satisfy requirements of the RFP Documents, RIDOT may find such Proposal to be non-responsive. In such event, the Price Proposal corresponding to the non-responsive Qualifications/Technical Proposal will not be opened.

Each evaluation criterion has an assigned maximum number of points that demonstrates its relative importance. The total Qualifications/Technical Proposal score for each Respondent will be: (a) the sum of the scores that each Evaluation Team member assigns to that Respondent; (b) divided by the number of Evaluation Team members, rounded up to the nearest one hundredth of a point. The figure derived from the preceding sentence is to be converted to a 90-point scale, with the product being rounded up to the nearest one hundredth (0.01) of a point.

5.2 Price Proposal Evaluation Factors

Price Proposals will be scored and ranked as follows:

1. The Respondent submitting the lowest Price Proposal will be awarded the maximum number of points, ten (10).
2. The next-lowest Price Proposal will be awarded points based on the product of: (a) the ratio of the lowest Price Proposal divided by the next-lowest Price Proposal; and (b) ten (10) points (i.e., the points awarded for the lowest Price Proposal), with such product rounded up to the nearest one hundredth (0.01) of a point.
3. The process will continue for each of the remaining Price Proposals, with points being awarded based on the product of: (a) the ratio of the lowest Price Proposal divided by the respective Respondent's Price Proposal; and (b) ten (10) points (i.e., the points awarded for the lowest Price Proposal), with such product rounded up to the nearest one hundredth (0.01) of a point.

FOR EXAMPLE:

PROPOSER A = \$100.00/Hr $\frac{100.00}{100.00} \times 10 \text{ MAX} = \mathbf{10.00 \text{ Points}}$

PROPOSER B = \$125.00/Hr $\frac{100.00}{125.00} \times 10 \text{ MAX} = \mathbf{8.00 \text{ Points}}$

PROPOSER C = \$150.00/Hr $\frac{100.00}{150.00} \times 10 \text{ MAX} = \mathbf{6.67 \text{ Points}}$

5.3 Combining Qualifications/Technical and Price Proposal Scores

Once the **QUALIFICATIONS/ TECHNICAL** Proposal Evaluation is completed and approved at the Department and State levels, RIDOT will open and read the **PRICE** Proposals publicly and will then proceed to combine the **QUALIFICATIONS/TECHNICAL** and **PRICE** Proposal scores to provide full public disclosure of final scoring. The Respondent with the highest TOTAL points will be considered the APPARENT BEST VALUE RESPONDENT.

The COMMITTEE will provide a written final selection recommendation defining the APPARENT BEST VALUE RESPONDENT for award of a preconstruction services contract. Pending formal Departmental acceptance and State approvals, award preparation will commence outlining all contractual requirements and accepted pricing.

At any point during the selection process, Respondents may be required to give an oral presentation to the COMMITTEE or to otherwise provide clarifying information needed to properly evaluate Qualifications/Technical Proposals. Respondents must clearly understand that RIDOT retains the option to determine which Respondents, if any, will be invited to make oral presentations or to provide additional information. RIDOT retains the right to reject any or all submittals.

Respondents shall be aware that RIDOT reserves the right to conduct an independent investigation of any information, including prior experience, identified in a Proposal by contacting PROJECT references, accessing public information, contacting independent parties, or by any other means. RIDOT also reserves the right to request additional information from a Respondent during the evaluation of that Respondent's Proposal.

6.0 PROPOSAL SUBMITTAL REQUIREMENTS

This section describes the requirements that all Respondents must satisfy in submitting Proposals. Failure of any Respondent to submit its Proposal in accordance with this RFP may result in rejection of its Proposal.

6.1 Due Date, Time and Location

Upon review of the Request for Proposal, (RFP), requested documentation should be submitted to the Division of Purchases by the specified deadline to the address listed below. RIDOT requires that the **QUALIFICATIONS/TECHNICAL PROPOSAL** submission be submitted not only in hard copy form but also on CD-ROM. Clearly labeled CD ROM should be attached to the inside cover of each QUALIFICATIONS/TECHNICAL PROPOSAL submission. RIDOT requires that the electronic version of said QUALIFICATIONS/TECHNICAL PROPOSAL be submitted in Adobe PDF format.

QUALIFICATIONS/ TECHNICAL PROPOSAL ("Original" plus SIX (6) copies) and a separately sealed **PRICE PROPOSAL** ("Original" plus SIX (6) copies) are to be submitted simultaneously. Requested submission documents are to be either mailed or hand delivered in a sealed package marked: **BID #7550585 - Early Contractor Involvement Services for the**

Replacement of the Park Ave RR Bridge #922 in Cranston, RI by May 27, 2016 no later than 11:00 A.M. to:

BY COURIER OR MAIL:
RI Department of Administration
Division of Purchases (2nd fl)
One Capitol Hill
Providence, RI 02908-5855

NOTE: Proposals received after the above referenced due date and time will not be considered.

6.2 Format

If RIDOT determines that a Qualifications/Technical Proposal does not comply with or satisfy requirements of this section RIDOT may find such Proposal to be non-responsive.

Proposals shall follow the requirements and format prescribed below. Submittals that do not follow the format prescribed below may be considered non-responsive and may be eliminated from further consideration.

- The Qualifications/Technical Proposal shall be no more than ten (15) pages. **(RIDOT will remove and discard all pages in excess of the stipulated page limit)**
 - Typed on one (1) side only.
 - Separated by numbered tabs with sections corresponding to the order set forth in Section 4 above.
 - Shall include a table of contents.
 - Schedules and associated narratives shall not be counted against the above-referenced page limit.
 - Attachments listed in Section 3.0 above shall not be counted against the above-referenced page limit.
- Except for charts, schedules, exhibits, and other illustrative and graphical information, all information shall be prepared on 8.5" x 11" white paper.
- Charts, schedules, exhibits and other illustrative and graphical information may be
 - On 11" x 17" paper, but must be folded to 8.5" x 11".
 - Will be counted as one page with the exception of the Proposal Schedule required in response to Section 4.2b above.
 - Plan sheets and drawings are to be drawn to an identifiable scale and submitted on 11" x 17" paper.

- All printing, except for the front cover of the Technical Proposal and any appendices, must be
 - Times New Roman, with a font of 12-point.
 - Include page number references in the lower right hand corner.

7.0 RIGHTS AND OBLIGATIONS OF RIDOT

7.1 Reservation of Rights

In connection with this procurement, RIDOT reserves to itself all rights (which rights shall be exercisable by RIDOT in its sole discretion) available to it under applicable law, including without limitation, the following, with or without cause and with or without notice:

- The right to cancel, withdraws, postpone or extend this RFP in whole or in part at any time prior to the execution by RIDOT of the ECI Contract, without incurring any obligations or liabilities.
- The right to issue a new RFP.
- The right to reject any and all submittals, responses and proposals received at any time.
- The right to modify all dates set or projected in this RFP.
- The right to terminate evaluations of responses received at any time.
- The right to suspend and terminate the procurement process for the Project, at any time.
- The right to revise and modify, at any time prior to the Proposal Submittal Date, factors it will consider in evaluating responses to this RFP and to otherwise revise its evaluation methodology.
- The right to waive or permit corrections to data submitted with any response to this RFP until such time as RIDOT declares in writing that a particular stage or phase of its review of the responses to this RFP has been completed and closed.
- The right to issue addenda, supplements, and modifications to this RFP, including but not limited to modifications of evaluation criteria or methodology and weighting of evaluation criteria.
- The right to permit submittal of addenda and supplements to data previously provided with any response to this RFP until such time as RIDOT declares in writing that a particular stage or phase of its review of the responses to this RFP has been completed and closed.

- The right to hold meetings and conduct discussions and correspondence with one or more of the Respondents responding to this RFP to seek an improved understanding and evaluation of the responses to this RFP.
- The right to seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to the RFP, including the right to seek clarifications from Respondents.
- The right to permit Respondents to add or delete firms and/or key personnel until such time as RIDOT declares in writing that a particular stage or phase of its review has been completed and closed.
- The right to add or delete Respondent responsibilities from the information contained in this RFP.
- The right to appoint and change appointees of the Evaluation Team.
- The right to use assistance of outside technical and legal experts and consultants in the evaluation process.
- The right to waive deficiencies, informalities and irregularities in a Proposal, review and accept a non-conforming Proposal or seek clarifications or supplements to a Proposal.
- The right to disqualify any Respondent that changes its submittal without RIDOT approval.
- The right to change the method of award or the evaluation criteria and scoring at any time prior to submission of the Proposals.
- The right to respond to all, some, or none of the inquiries, questions and/or request for clarifications received relative to the RFP.
- The right to use all or part of an unsuccessful Respondent's Proposal.
- The right to negotiate the allocation of prices identified for specific portions of the work depicted within a Price Proposal.
- The right to disqualify and/or cease negotiations with a respondent if RIDOT, in its sole discretion, determines that the Respondent's Price Proposal contains unbalanced pricing among the specific portions of work identified therein.

7.2 No Stipend

There will be NO monetary stipend offered to RESPONDENTS who are not selected to provide the requested services. All costs associated with developing or submitting documents in response to this solicitation and/or in providing oral or written clarification of its content shall be borne by the Respondent. The State assumes no responsibility for these costs.

8.0 PROTESTS

This section summarizes protest remedies available with respect to the provisions of the Rhode Island law. This section does not purport to be a complete statement of those provisions and is qualified in its entirety by reference to the actual provisions themselves. The protesting Respondent shall concurrently file a copy of its notice of protest with all other Respondents. All protests shall comply with state laws including but not limited to relevant provisions of Chapter 37-2 of the Rhode Island General Laws.

9.0 MISCELLANEOUS

9.1 Conflict of Interest

Each Respondent shall require its proposed team members to identify potential conflicts of interest or a real or perceived competitive advantage relative to this procurement. Respondents are notified that prior or existing contractual obligations between a company and a federal or state agency relative to the Project may present a conflict of interest or a competitive advantage. If a potential conflict of interest or competitive advantage is identified, the Respondent shall submit in writing the pertinent information as part of the Proposal submission. RIDOT will be the sole judge as to whether or not any conflict of interest exists.

RIDOT, in its sole discretion, will make a determination relative to potential organizational conflicts of interest or a real or perceived competitive advantage, and its ability to mitigate such a conflict. An organization determined to have a conflict of interest or competitive advantage relative to this procurement that cannot be mitigated, shall not be allowed to participate as an ECI team member for the Project. Failure to abide by RIDOT's determination in this matter may result in a proposal being declared non-responsive.

Conflicts of interest and a real or perceived competitive advantage are described in state and federal law, and, for example, may include, but are not limited to the following situations:

- An organization or individual hired by RIDOT to provide assistance in the development of instructions to Respondents or evaluation criteria for the Project.

- An organization or individual with a present or former contract with RIDOT to prepare planning, environmental, engineering, or technical work product for the Project, and has a potential competitive advantage because such work product is not available to all potential Respondents in a timely manner prior to the procurement process.

RIDOT reserves the right, in its sole discretion, to make determinations relative to potential conflicts of interest on a project specific basis.

RIDOT may, in its sole discretion, determine that a conflict of interest or a real or perceived competitive advantage may be mitigated by disclosing all or a portion of the work product produced by the organization or individual subject to review under this section. If documents have been designated as proprietary, the Respondent will be given the opportunity to waive this protection from disclosure. If a Respondent elects not to disclose, then the Respondent may be declared non-responsive.

9.2 Ethics in Public Contracting Act

RIDOT may, in its sole discretion, disqualify the Respondent from further consideration for the award of the ECI Contract if it is found after due notice and examination by RIDOT that there is a violation of the RI Code of Ethics, Chapter 36-14.1 of the Rhode Island General Laws or any other statute involving the Respondent in the procurement of the contract.

9.3 Requirement to Keep Team Intact

The team proposed by the Respondent, including but not limited to the Project Management Team, and other individuals identified pursuant to Sections 4.2 above, shall remain on the Respondent's team for the duration of the procurement process and, if the Respondent is awarded the ECI Contract, the duration of the ECI Contract. If extraordinary circumstances require a proposed change, it must be submitted in writing to the RIDOT. The Department will determine whether to authorize a change. Unauthorized changes to the Respondent's team at any time during the procurement process may result in the elimination of the Respondent from further consideration.

9.4 Request for Debriefing

According to State policy an unsuccessful respondent can submit to the State Purchasing Office an Access to Public Records Act (APRA) request form to review the technical evaluation / bid file after contract award.

END OF PART 1
INSTRUCTIONS FOR RESPONDENT