***Note to developer of the RFP: Sections within this Request for Proposal may not be applicable to the Local Agency and are identified with “Note to developer of the RFP” to provide the Local usage guidance for that section. Sections not identified with this usage note are to be used without revisions. For sections where language has been deleted, please refer to the Department’s Design Build Request For Proposal document at*** [***http://www.dot.state.fl.us/construction/DesignBuild/DBDocuments/DBDocsMain.shtm***](http://www.dot.state.fl.us/construction/DesignBuild/DBDocuments/DBDocsMain.shtm) ***for the Department’s language for guidance in these sections. All RFP’s which govern projects where Category 1 structures are anticipated shall be reviewed and approved by the District Structures Design Engineer. All RFP’s which govern Projects where Category 2 structures are anticipated shall be reviewed and approved by the State Structures Design Engineer. RFP requirements which have been modified in this document since the publishing of version 2023-01b (dated 03/02/2023) are highlighted herein.***

***To aid in the development of Project specific RFP requirements a series of pre-scoping questions has been developed. The pre-scoping questions cover many common issues that frequently arise on LOCAL AGENCY Projects and can be down loaded from the following website:***

[***http://www.fdot.gov/construction/DesignBuild/DBRules/DB-PrescopingQuestions.pdf***](http://www.fdot.gov/construction/DesignBuild/DBRules/DB-PrescopingQuestions.pdf)

***NOTE: When submitting a RFP for review, edits to this boilerplate document shall be clearly identifiable. Deletions shall be stricken through (~~delete~~) and inserted language shall be underlined in color (underline). Submitted RFPs with the changes made as indicated above will help shorten the review time for everyone involved.***

*LOCAL AGENCY*

**LOW BID**

DESIGN-BUILD

REQUEST FOR PROPOSAL

(OFF SYSTEM PROJECTS ONLY)

For

<Project Description, County>

**Financial Projects Number(s):**

**Federal Aid Project Number(s):**

Contract Number:

Table of Contents

[I. Introduction. 1](#_Toc410890647)

[A. Design-Build Responsibility 1](#_Toc410890648)

[B. Local Agency Responsibility 2](#_Toc410890649)

[II. Schedule of Events. 3](#_Toc410890650)

[III. Threshold Requirements. 3](#_Toc410890651)

[A. Qualifications 3](#_Toc410890652)

[B. Joint Venture Firm 4](#_Toc410890653)

[C. Price Proposal Guarantee 4](#_Toc410890654)

[D. Pre-Proposal Meeting 4](#_Toc410890655)

[E. Question and Answer 4](#_Toc410890656)

[F. Protest Rights 4](#_Toc410890657)

[G. Non-Responsive Proposals 5](#_Toc410890658)

[H. Waiver of Irregularities 5](#_Toc410890659)

[I. Modification or Withdrawal of Proposal 6](#_Toc410890660)

[J. Design-Build Contract 6](#_Toc410890661)

[IV. Disadvantaged Business Enterprise (DBE) Program. 6](#_Toc410890662)

[A. DBE Availability Goal Percentage: 6](#_Toc410890663)

[B. DBE Supportive Services Providers: 7](#_Toc410890664)

[C. Bidders Opportunity List: 7](#_Toc410890665)

[V. PROJECT REQUIREMENTS AND PROVISIONS FOR WORK. 7](#_Toc410890666)

[A. Governing Regulations: 7](#_Toc410890667)

[B. Innovative Aspects: 10](#_Toc410890668)

[C. Geotechnical Services: 10](#_Toc410890669)

[D. Local Agency Commitments: 10](#_Toc410890670)

[E. Environmental Permits: 10](#_Toc410890671)

[F. Railroad Coordination: 11](#_Toc410890672)

[G. Survey: 12](#_Toc410890673)

[H. Verification of Existing Conditions: 13](#_Toc410890674)

[I. Submittals: 13](#_Toc410890675)

[J. Contract Duration: 16](#_Toc410890676)

[K. Project Schedule: 16](#_Toc410890677)

[L. Key Personnel/Staffing: 17](#_Toc410890678)

[M. Partner/Teaming Arrangement: 18](#_Toc410890679)

[N. Meetings and Progress Reporting: 18](#_Toc410890680)

[O. Public Involvement: 18](#_Toc410890681)

[P. Quality Management Plan (QMP): 18](#_Toc410890682)

[Q. Liaison Office: 19](#_Toc410890683)

[R. Engineers Field Office: 19](#_Toc410890684)

[S. Schedule of Values: 19](#_Toc410890685)

[T. Computer Automation: 19](#_Toc410890686)

[U. Construction Engineering and Inspection: 19](#_Toc410890687)

[V. Testing: 19](#_Toc410890688)

[W. Value Added: 20](#_Toc410890689)

[X. Adjoining Construction Projects: 20](#_Toc410890690)

[Y. Use of Local Agency Owned Right-of-Way 20](#_Toc410890691)

[Z. Issue Escalation: 20](#_Toc410890692)

[VI. Design and Construction Criteria. 20](#_Toc410890693)

[A. General: 20](#_Toc410890694)

[B. Vibration and Settlement Monitoring: 20](#_Toc410890695)

[C. Geotechnical Services: 21](#_Toc410890696)

[D. Utility Coordination: 24](#_Toc410890697)

[E. Roadway Plans: 24](#_Toc410890698)

[F. Geometric Design: 25](#_Toc410890699)

[G. Design Documentation, Computations and Quantities: 26](#_Toc410890700)

[H. Structure Plans: 26](#_Toc410890701)

[I. Specifications: 28](#_Toc410890702)

[J. Shop Drawings: 28](#_Toc410890703)

[K. Sequence of Construction: 28](#_Toc410890704)

[L. Stormwater Pollution Prevention Plans (SWPPP): 28](#_Toc410890705)

[M. Temporary Traffic Control Plan: 29](#_Toc410890706)

[N. Environmental Services/Permits/Mitigation: 30](#_Toc410890707)

[O. Signing and Pavement Marking Plans: 31](#_Toc410890708)

[P. Lighting Plans: 32](#_Toc410890709)

[VII. Technical Proposal Requirements: 33](#_Toc410890710)

[A. General: 33](#_Toc410890711)

[B. Submittal Requirements: 33](#_Toc410890712)

[C. Evaluation Criteria: 34](#_Toc410890713)

[D. Final Selection Process: 34](#_Toc410890714)

[VIII. BID PROPOSAL REQUIREMENTS. 34](#_Toc410890715)

[A. Bid Price Proposal: 35](#_Toc410890716)

***Note to developer of the RFP: If there are any items that are not used/not applicable, delete it and renumber the Table of Contents. If there are any Attachments that are not used/not applicable, delete it and renumber.***

***Note to developer of the RFP: The RFP developer shall use the current edition of the Design-Build Boilerplate from the following link:*** [***http://www.fdot.gov/programmanagement/Implemented/DesignBuild/Default.shtm***](http://www.fdot.gov/programmanagement/Implemented/DesignBuild/Default.shtm) ***as the basis for the Project Division I Specifications. Current edition is defined as the edition in effect and adopted by the Local Agency as of the date that the Bid Price Proposals are due. The RFP developer shall identify (through coordination with the Local Agency) all Division I Special Provisions applicable to the Project which are to become part of the Division I Design-Build Specifications provided to the Design-Build Firm. The Specifications Workbook and /or Design-Build Pick-list in effect at the time Bid Price Proposals are due shall be used to identify all Division I Special Provisions to be used on the Project. The Attachments section below may be used by the Local Agency to list and provide to the D-B Firm documents which specifically apply to the D-B Project governed by this RFP.***

***Note to developer of the RFP: If a bridge will be widened as a part of the project, then an Attachment should be developed that includes a signed and sealed Load Rating that proves the bridge is a candidate for the concept widening. It is important to note that the Load Rating is for the EXISTING condition and NOT the proposed widened condition shown in the Concept Plans.***

The Attachments listed below are hereby incorporated into and made a part of this Request for Proposal (RFP) as though fully set forth herein. These documents have been prepared for or by the Department utilizing registered professionals in their fields of practice, so the information contained therein can be construed as a sample representation of field conditions or statement of facts upon which the Design-Build Firm can rely.  It is incumbent upon the Design-Build firm to determine whether the information provided in these documents is sufficient and current enough to develop an informed Technical Proposal and Bid Price Proposal or if further investigation is needed.

**ATTACHMENTS**

Project Advertisement

Division I Design-Build Specifications (***Note to developer of the RFP: Refer to the Note above for instructions related to this document)***

Award and Execution of Contract – Public Records (SP0030900DX) (***Note to developer of the RFP: Refer to the Note above for instructions related to this document)***

Legal Requirements and Responsibilities to the Public – E-Verify (SP0072900) (***Note to developer of the RFP: Refer to the Note above for instructions related to this document)***

Legal Requirements and Responsibilities to the Public – Scrutinized Companies (SP0073000) (***Note to developer of the RFP: Refer to the Note above for instructions related to this document)***

Contaminated Material - Mercury-Containing Devices and Lamps (SP0080409) (***Note to developer of the RFP: Refer to the Note above for instructions related to this document)***

Divisions II and III Special Provisions identified by the Department to be used on the Project: ***(Note to developer of the RFP: The RFP developer shall identify (through coordination with the Local Agency) all Division II and III Special Provisions applicable to the Project. The Specifications Workbook and /or Design-Build Pick-list in effect at the time Bid Price Proposals are due shall be used to identify all Division II and III Special Provisions to be used on the Project.***

Mobilization (SP1010000DB) ***(Note to developer of the RFP: All D-B Projects)***

Contractor Quality Control General Requirements (SP1050813DB) (***Note to developer of the RFP: When Geotechnical Services are part of Project scope)***

Structures Foundations (SP4550000DB) ***(Note to developer of the RFP: When Geotechnical Services are part of Project scope)***

Value Added Developmental Specifications

Value Added Bridge Component (DEV475) ***(Note to developer of the RFP: When requested by the Local Agency)***

**Survey & SUE**

**Geotechnical Report – Signed and sealed Geotechnical Data Report, including electronic CADD files of Core Boring Sheets.**

**As-Built Plans**

**Pavement design**

**Design exceptions and variations**

**PD&E documents – preliminary document. *Note to developer - This is preliminary engineering so not fully developed enough to rely on the alignment or design included. Project commitments are fully binding and the design and construction part of the project must comply or an Environmental reevaluation is necessary. Any binding requirements included in the PD&E documents must be added to the RFP and included in the text of the document.***

**Contamination Report from PD&E**

PD&E Study (Add name of document) ***(Note to developer of RFP: provide the name of the PD&E Study here. For example, Environmental Assessment with FONSI (EA w/ FONSI). If multiple PD&E Studies, list each by FM and PD&E Study Type. The term “PD&E Study” will then be used throughout the RFP to refer back to this specific Document(s). Submit a request to OEM if the District would like to make the PD&E Study an Attachment to the RFP.)***

Technical Documents supporting the PD&E Study ***(Note to developer of RFP: Typically, the PER should be included here. The remaining technical documents used to support the original PD&E Study can be included at the District’s discretion).***

Re-evaluations of the PD&E Study***(Note to developer of RFP: provide each re-evaluation since approval of the original PD&E Study and include date of approval to distinguish each document if there are multiple.)***

Developmental Design Criteria ***(Note to developer of the RFP: When D217 (Diverging Diamond Interchanges) are a part of the Project scope)***

**General Tolling Requirements**

**Load ratings and inspection reports**

**SHPO data from PD&E**

**Environmental permits – only include if you want to make the application and/or permit fully reliable (i.e. conveyance?)**

**Mitigation**

**Right of way maps**

**Typical section package**

**Concept plans**

**Drainage analysis**

**Utility conflict matrix**

**Bid Price Proposal Forms**

1. Bid Blank (375-020-17)

2. Design Build Proposal of Proposer (375-020-12)

3. Design Build Bid Proposal Form (700-010-65)

4. Bid or Proposal Bond (375-020-34)

5. DBE Forms (as applicable)

1. Introduction**.**

***Note to developer of the RFP*: *Determination of project complexity for the purpose of Project Specific Liability Insurance must be included in the Introduction below.***

**Definitions:**

**Department** means State of Florida Department of Transportation.

**Local Agency** means a unit of government with less than statewide jurisdiction or any officially designated public agency or authority of such a unit of government that has the responsibility for planning, construction, operation or maintenance of, or jurisdiction over, a transportation facility.  The term includes, but is not limited to, a county, an incorporated municipality, a metropolitan planning organization (MPO), an expressway or transportation authority, a road and bridge district, a special road and bridge district or a regional governmental unit.

**USDOT** means United States Department of Transportation.

The **Local Agency** has issued this Request for Proposal (RFP) to solicit competitive Bids and Proposals from Proposers for

For the purpose of Project Specific Liability Insurance coverage, the Department has determined this project to have high/low complexity.

**Description of Work**

 The Attachments represent the Department’s concept and are considered to be reliable information developed for the project. The requirements of this project are included below in this RFP. Attachments do not constitute or represent a binding requirement of this contract unless specifically stated below and/or in subsequent sections of this RFP.

The intent of this Project is to replace, repair or rehabilitate all deficiencies noted in the RFP within the Project limits such that maintenance work required upon Final Acceptance is limited to routine work.

1. **Design-Build Responsibility**

The Design-Build Firm shall be responsible for survey, completing the geotechnical investigation, design, acquisition of all permits not acquired by the **Local Agency**, any and all information required to modify permits acquired by the **Local Agency**, maintenance of traffic, demolition, and construction on or before the Project completion date indicated in the Proposal. The Design-Build Firm will coordinate all utility relocations.

The Design-Build Firm shall be responsible for compliance with Design and Construction Criteria (Section VI) which sets forth requirements regarding survey, design, construction, and maintenance of traffic during construction, requirements relative to Project management, scheduling, and coordination with other agencies and entities such as state and local government, utilities and the public.

The Design-Build Firm shall be responsible for reviewing the approved PD&E Study, Technical Documents supporting the PD&E Study, and subsequent re-evaluations included in the Attachments. The Design-Build Firm may propose changes which differ from the approved PD&E Study and/or re-evaluation(s). An approved re-evaluation to document changes proposed by the Design-Build Firm is required prior to construction of the specific activity as required in Section V.I.3 **[*Note to developer of the RFP:******revise this timeframe requirement as needed based on project circumstances****].*

The Design-Build Firm is responsible for coordinating with the Environmental Management Office any engineering and environmental (e.g., social, cultural, natural, and physical) information required to complete the re-evaluations of the PD&E Study. The Design-Build Firm will not be compensated for any additional costs or time associated with re-evaluation(s) resulting from proposed design changes.

***(Note to developer of the RFP: Delete this paragraph if not applicable to the project.*** )The Design-Build Firm may propose changes which differ from the approved Interchange Access Request If changes are proposed to the interchange configuration, the Design-Build Firm shall be responsible for preparing the necessary documentation required for the Local Agency to analyze and satisfy requirements to obtain approval of the **Local Agency** and, if applicable FHWA IAR approval is required prior to approval of the PD&E Study re-evaluation.

The Design-Build Firm shall examine the Contract Documents and the site of the proposed work carefully before submitting a Proposal for the work contemplated and shall investigate the conditions to be encountered, as to the character, quality, and quantities of work to be performed and materials to be furnished and as to the requirements of all Contract Documents. Written notification of differing site conditions discovered during the design or construction phase of the Project will be given to the **Local Agency** Project Manager.

The Design-Build Firm shall examine boring data, where available, and make their own interpretation of the subsoil investigations and other preliminary data, and shall base their bid on their own opinion of the conditions likely to be encountered. The submission of a proposal is prima facie evidence that the Design-Build Firm has made an examination as described in this provision.

The Design-Build Firm shall demonstrate good Project management practices while working on this Project. These include communication with the **Local Agency** and others as necessary, management of time and resources, and documentation.

***Note to developer of the RFP: When required of the project scope, use the language below and identify frequencies of mowing and litter removal.***

The Design-Build Firm will provide litter removal and mowing within the project limits in accordance with Specification Section 107 with a XXX mowing frequency and a XXX litter removal.

1. **Local Agency Responsibility**

The **Local Agency** will provide contract administration, management services, construction engineering inspection services, environmental oversight, and quality acceptance reviews of all work associated with the development and preparation of the contract plans, permits, , and construction of the improvements. The **Local Agency** will provide job specific information and/or functions as outlined in this document.

In accordance with 23 CFR 636.109 of the FHWA, in a Federal Aid project, the **Local Agency** shall have oversight, review, and approval of the permitting process.

The **Local Agency** will determine the environmental impacts and coordinate with the appropriate agencies during the preparation of PD&E Study re-evaluations. For federal projects, re-evaluations will be processed by the District Environmental Management Office for approval by the Department’s Office of Environmental Management pursuant to 23 U.S.C. §327 and a Memorandum of Understanding dated December 14, 2016 and executed by the FHWA and the Department.

This Request for Proposal does not commit the **Local Agency** to make studies or designs for the preparation of any proposal, nor to procure or contract for any articles or services.

1. Schedule of Events**.**

Below is the current schedule of the remaining events that will take place in the selection process. The **Local Agency** reserves the right to make changes or alterations to the schedule as the **Local Agency** determines is in the best interests of the public. Proposers will be notified sufficiently in advance of any changes or alterations in the schedule. Unless otherwise notified in writing by the **Local Agency**, the dates indicated below for submission of items or for other actions on the part of a Proposer shall constitute absolute deadlines for those activities and failure to fully comply by the time stated shall cause a Proposer to be disqualified.

***Note to developer of the RFP: The Public Meeting of the Selection Committee should occur a minimum of two working days after the public opening of the Technical Scores and Price Proposals. The Schedule of Events shown below should be modified to reflect the Schedule shown in the Project Advertisement. All Utility Agency/Owners that the LOCAL AGENCY contemplates an adjustment, protection, or relocation is possible are to be invited to the mandatory Pre-Proposal meeting*** ***if the Local Agency determines the meeting is necessary. Following the Pre-Proposal meeting, the Local Agency Utility Engineer is responsible for coordinating and facilitating meetings between each UA/O that the LOCAL AGENCY contemplates an adjustment, protection, or relocation is possible and each Design-Build firm. Do not issue Addendums 72 hours (excluding weekends and holidays) before the Technical Proposal and Price Proposal are due. The minimum number of days between events should be left in the mark up until the schedule has been approved.***

|  |  |  |
| --- | --- | --- |
| **Date** | **Minimum # of Days** | **Event** |
|  | 0 | Planned Advertisement |
|  | 10 | Current Advertisement  |
|  | 7 | Mandatory Pre-Proposal meeting at x: xx a.m. /p.m. local time in <***location with address>***. All Utility Agency/Owners that the Local Agency contemplates an adjustment, protection, or relocation is possible are to be invited to the mandatory Pre-Proposal Meeting. ***Note to the developer of the RFP: This event will be deleted from the schedule if the Local Agency determines a Pre-proposal meeting is not necessary.*** |
|  | 46 | Deadline for submittal of questions, for which a response is assured, prior to the submission of the Proposal.  |
|  | 0 | Final deadline for submission of Design Exceptions or Design Variations |
|  | 5 | Deadline for the **Local Agency** to respond to questions submitted by the Design-Build Firms prior to the submittal of the Proposal. |
|  |  | ***Do not issue Addendums 72 hours (excluding weekends and holidays) before the Technical Proposal and Price Proposal are due.*** |
|  | 1 | The Design Build firm must complete [Low Bid Design-Build Qualification Validation Form No. 700-011-36](https://fms.fdot.gov/Anonymous/SendDocumentToClient?documentId=471), for all qualifying team members, at least 24 hours in advance of the scheduled letting. The Form shall be submitted to the appropriate district (to the Design-Build email account designated for submittals), who will confirm qualification for the prospective Design-Build Firm. The form must be submitted at least 24 hours in advance of the response deadline (Bids Due Date/Bid Opening Date). |
|  | 2 | Technical Proposals and Price Proposals due in **Local Agency** Office by x: xx a.m./p.m. local time |
|  | 0 | Public announcing of Price Proposals at X: xx a.m. /p.m. local time in ***<location with address>*** |
|  |  | Posting of the **Local Agency** intended decision to Award |
|  |  | Anticipated Award Date |
|  |  | Anticipated Execution Date |

# Threshold Requirements.

1. **Qualifications**

***Note to developer of the RFP: This section as written may not be applicable to the Local Agency or the project. As a result, this section is subject to review by the Local Agency to verify it is appropriate.***

Proposers are required to be pre-qualified in all work types required for the Project. The Technical qualification requirements of Florida Administrative Code (F.A.C.) Chapter 14-75 and all qualification requirements of F.A.C. Chapter 14-22, based on the applicable category of the Project, must be satisfied.

1. **Joint Venture Firm**

***Note to developer of the RFP: This section as written may not be applicable to the Local Agency or the project. As a result, this section is subject to review by the Local Agency to verify it is appropriate.***

Two or more Firms submitting as a Joint Venture must meet the Joint Venture requirements of Section 14-22.007, F.A.C.  Parties to a Joint Venture must submit a Declaration of Joint Venture and Power of Attorney Form No. 375-020-18, prior to the deadline for receipt of Proposals.

If the Proposer is a Joint Venture, the individual empowered by a properly executed Declaration of Joint Venture and Power of Attorney Form shall execute the Proposal. The Proposal shall clearly identify who will be responsible for the engineering, quality control, and geotechnical and construction portions of the Work. The Joint Venture shall provide an Affirmative Action Plan specifically for the Joint Venture.

1. **Price Proposal Guarantee**

***Note to developer of the RFP: The Local Agency shall insert its appropriate language in this section.***

1. **Pre-Proposal Meeting**

***Note to developer of the RFP: Pre-proposal meetings are not required. The District may decide whether or not a pre-proposal meeting is necessary based on the specific project.***

Attendance at the pre-proposal meeting is mandatory. Any Proposer failing to attend will be deemed non-responsive and eliminated from further consideration. The purpose of this meeting is to provide a forum for the **Local Agency** to discuss with all concerned parties the proposed Project, the design and construction criteria, CPM schedule, and method of compensation, instructions for submitting proposals, Design Exceptions, Design Variations, and other relevant issues. In the event that any discussions at the pre-proposal meeting require official additions, deletions, or clarifications of the Request for Proposal, the Design and Construction Criteria, or any other document, the **Local Agency** will issue a written addendum to this Request for Proposals as the **Local Agency** determines is appropriate. No oral representations or discussions, which take place at the pre-proposal meeting, will be binding on the **Local Agency**. FHWA will be invited on Projects of Division Interest (PoDIs), in order to discuss the Project in detail and to clarify any concerns. Proposers shall direct all questions to the **Local Agency** as directed.

Failure by a Proposer to attend or be represented at the pre-proposal meeting will constitute a non-responsive determination of their bid package. Bids found to be non-responsive will not be considered. All Proposers must be present and signed in prior to the start of the mandatory pre-proposal meeting. The convener of the meeting will circulate the attendee sign in sheet at the time the meeting was advertised to begin. Once all Proposers have signed, the sign in sheet will be taken and the meeting will “officially” begin. Any Proposer not signed in at the “official” start of the meeting will be considered late and will not be allowed to propose on the Project.

During and after the meeting, it is the responsibility of the Project Manager/Contracting Unit to ensure that each Proposer develops their technical proposal with the same information. If a Proposer receives information from the Local Agency relating to the Project, the Local Agency will ensure that all Proposers receive the same information in a timely fashion. The Project file will clearly document all communications with any Firm regarding the design and construction criteria by the Local Agency.

1. Question and Answer

***Note to developer of the RFP: The Local Agency shall insert language addressing the submission of Questions and Answers in this section.***

1. **Protest Rights**

***Note to developer of the RFP: The Local Agency shall insert standard bid protest language in this section.***

1. **Non-Responsive Proposals**

Proposals found to be non-responsive shall not be considered. Proposals may be rejected if found to be in nonconformance with the requirements and instructions herein contained. A Proposal may be found to be non-responsive by reasons, including, but not limited to, failure to utilize or complete prescribed forms, conditional Proposals, incomplete Proposals, indefinite or ambiguous Proposals, failure to meet deadlines and improper and/or undated signatures.

Other conditions which may cause rejection of Proposals include evidence of collusion among Proposers, obvious lack of experience or expertise to perform the required work, submission of more than one Proposal for the same work from an individual, firm, joint venture, or corporation under the same or a different name (also included for Design-Build Projects are those Proposals wherein the same Engineer is identified in more than one Proposal), failure to perform or meet financial obligations on previous contracts, employment of unauthorized aliens in violation of Section 274A (e) of the Immigration and Nationalization Act, or in the event an individual, firm, partnership, or corporation is on the United States Department of Labor’s System for Award Management (SAM) list.

Proposals will also be rejected if not delivered or received on or before the date and time specified as the due date for submission.

Any proposal submitted by a Proposer that did not sign-in at the mandatory pre-proposal meeting will be non-responsive.

The **Local Agency** will not give consideration to tentative or qualified commitments in the proposals. For example, the **Local Agency** will not give consideration to phrases as “we may” or “we are considering” in the evaluation process for the reason that they do not indicate a firm commitment.

1. **Waiver of Irregularities**

The **Local Agency** may waive minor informalities or irregularities in Proposals received where such is merely a matter of form and not substance, and the correction or waiver of which is not prejudicial to other Proposers. Minor irregularities are defined as those that will not have an adverse effect on **the Local Agency's** interest and will not affect the Price of the Proposals by giving a Proposer an advantage or benefit not enjoyed by other Proposers.

1. Any design submittals that are part of a Proposal shall be deemed preliminary only.
2. Preliminary design submittals may vary from the requirements of the Design and Construction Criteria.
3. In no event will any such elections by the **Local Agency** be deemed to be a waiving of the Design and Construction Criteria.
4. The Proposer who is selected for the Project will be required to fully comply with the Design and Construction Criteria for the Price Bid, regardless that the Proposal may have been based on a variation from the Design and Construction Criteria.
5. Proposers shall identify separately all innovative aspects as such in the Technical Proposal. An innovative aspect does not include revisions to specifications or established **Local Agency** policies. Innovation should be limited to Design-Build Firm’s means and methods, roadway alignments, approach to Project, use of new products, new uses for established products, etc.
6. The Proposer shall obtain any necessary permits or permit modifications not already provided.
7. Those changes to the Design Concept may be considered together with innovative construction techniques, as well as other areas, as the basis for grading the Technical Proposals in the area of innovative measures.
8. Modification or Withdrawal of Proposal

Proposers may modify or withdraw previously submitted Proposals at any time prior to the Proposal due date. Requests for modification or withdrawal of a submitted Proposal shall be in writing and shall be signed in the same manner as the Proposal. Upon receipt and acceptance of such a request, the entire Proposal will be returned to the Proposer and not considered unless resubmitted by the due date and time. Proposers may also send a change in sealed envelope to be opened at the same time as the Proposal provided the change is submitted prior to the Proposal due date.

1. **Design-Build Contract**

The **Local Agency** will enter into a Lump Sum contract with the successful Design-Build Firm. In accordance with Section V, the Design-Build Firm will provide a schedule of values to the **Local Agency** for their approval. The total of the Schedule of Values will be the lump sum contract amount.

The terms and conditions of this contract are fixed Price and fixed time. The Design-Build Firm’s submitted Bid is to be a lump sum Bid for completing the scope of work detailed in the Request for Proposal.

1. Disadvantaged Business Enterprise (DBE) Program**.**

1. **DBE Availability Goal Percentage:**

The Department of Transportation has an overall, race-neutral DBE goal. This means that the State’s goal is to spend a portion of the highway dollars with Certified DBE’s as prime Design-Build Firms or as subcontractors. Race-neutral means that the **Local Agency** believes that the overall goal can be achieved through the normal competitive procurement process. The **Local Agency** has reviewed this Project and assigned a DBE availability goal shown in the Project Advertisement and on the bid blank/contract front page under “% DBE Availability Goal”. The **Department** has determined that this DBE percentage can be achieved on this Project based on the number of DBE’s associated with the different types of work that will be required.

Under 49 Code of Federal Regulations Part 26, if the overall goal is not achieved, the **Local Agency** may be required to return to a race-conscious program where goals are imposed on individual contracts. The Department encourages Design-Build Firms to actively pursue obtaining bids and quotes from Certified DBE’s.

The **Local Agency** is reporting to the Federal Highway Administration the planned commitments to use DBE’s, as well as actual dollars paid to DBE’s. This information is being collected through the Department’s Equal Opportunity Compliance (EOC) system. Additional requirements of the Design-Build Firm may be found in Chapter 2 of the FDOT Equal Opportunity Construction Contract Compliance Manual.

1. **DBE Supportive Services Providers**:

The **Department** has contracted with a consultant, referred to as DBE Supportive Services Provider, to provide managerial and Technical assistance to DBE’s. This consultant is also required to work with prime Design-Build Firms, who have been awarded contracts, to assist in identifying DBE’s that are available to participate on the Project. The successful Design-Build Firm should meet with the DBE Supportive Services Provider to discuss the DBE’s that are available to work on this Project. The current DBE Supportive Services Provider for the State of Florida can be found in the Equal Opportunity website at:  http://www.fdot.gov/equalopportunity/serviceproviders.shtm

1. **Bidders Opportunity List**:

The Federal DBE Program requires States to maintain a database of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that Bid on prime contracts or Bid or quote subcontracts on DOT-assisted Projects, including both DBE’s and Non-DBE’s.

A Bid Opportunity List should be submitted through the Equal Opportunity Compliance system which is available at the Equal Opportunity Office Website. This information should be entered into the Equal Opportunity Compliance System within 3 business days of submission of the bid or proposal.

# PROJECT REQUIREMENTS AND PROVISIONS FOR WORK.

##

## Governing Regulations:

***Note to developer of the RFP: This section as written may not be applicable to the Local Agency or the project. As a result, this section is subject to review by the Local Agency to verify it is appropriate.***

The services performed by the Design-Build Firm shall be in compliance with all applicable Manuals and Guidelines including the **Local Agency**, **Department**, FHWA, AASHTO, and additional requirements specified in this document. Except to the extent inconsistent with the specific provisions in this document, the current edition, including updates, of the following Manuals and Guidelines shall be used in the performance of this work. Current edition is defined as the edition in place and adopted by the **Local Agency** at the date of advertisement of this contract with the exception of the Standard Specifications for Road and Bridge Construction (Divisions II & III), Special Provisions and Supplemental Specifications, Manual on Uniform Traffic Control Devices (MUTCD), and FDOT Standard Plans with applicable Interim Revisions. The Design-Build Firm shall use the edition of the Standard Specifications for Road and Bridge Construction (Divisions II & III), Special Provisions and Supplemental Specifications, FDOT Standard Plans and applicable Interim Revisions in effect at the time the bid price proposals are due in the **Local Agency** Office. The Design-Build Firm shall use the 2009 edition of the MUTCD. It shall be the Design-Build Firm's responsibility to acquire and utilize the necessary manuals and guidelines that apply to the work required to complete this Project. The services will include preparation of all documents necessary to complete the Project as described in Section I of this document.

1. Florida Department of Transportation Design Manual (FDM)

<http://www.fdot.gov/roadway/FDM/>

Note: the use of FDM Part 9 requires approval by the District Design Engineer

1. Florida Department of Transportation Specifications Package Preparation Procedure

<http://www.fdot.gov/programmanagement/PackagePreparation/Handbooks/630-010-005.pdf>

1. Florida Department of Transportation Standard Plans for Road and Bridge Construction

 <http://www.fdot.gov/design/standardplans/>

1. Standard Plans Instructions (Refer to Part I, Chapter 115, FDM)

<http://www.fdot.gov/roadway/FDM/>

1. Florida Department of Transportation Standard Specifications for Road and Bridge Construction (Divisions II & III), Special Provisions and Supplemental Specifications

<http://www.fdot.gov/programmanagement/default.shtm>

1. Florida Department of Transportation Surveying Procedure 550-030-101

<https://www.fdot.gov/programmanagement/Implemented/SpecBooks/default.shtm>

1. Florida Department of Transportation EFB User Handbook (Electronic Field Book)

 <http://www.fdot.gov/geospatial/doc_pubs.shtm>

1. Florida Department of Transportation Drainage Manual

<http://www.fdot.gov/roadway/Drainage/ManualsandHandbooks.shtm>

1. Florida Department of Transportation Soils and Foundations Handbook

[Soils and Foundation Handbook (windows.net)](file:///%5C%5Ccodata%5Cshares%5CCO%5CConst%5CUser%5CCN982RS%5CDesign-Build%5CSCO%20Boilerplate%20RFPS%5CSCO%20Boilerplate%20RFP%20version%202023-01a%20dated%2009-12-2022%5CREDLINE%5CSoils%20and%20Foundation%20Handbook%20%28windows.net%29)

1. Florida Department of Transportation Structures Manual

<http://www.fdot.gov/structures/DocsandPubs.shtm>

1. Florida Department of Transportation Computer Aided Design and Drafting (CADD) Manual

<http://www.fdot.gov/cadd/downloads/publications/CADDManual/default.shtm>

1. AASHTO – A Policy on Geometric Design of Highways and Streets

<https://bookstore.transportation.org/collection_detail.aspx?ID=110>

1. MUTCD - 2009

<http://mutcd.fhwa.dot.gov/>

1. Safe Mobility For Life Program Policy Statement

<http://www.fdot.gov/traffic/TrafficServices/PDFs/000-750-001.pdf>

1. Traffic Engineering and Operations Safe Mobility for Life Program

<http://www.fdot.gov/traffic/TrafficServices/SafetyisGolden.shtm/>

1. Florida Department of Transportation American with Disabilities Act (ADA) Compliance – Facilities Access for Persons with Disabilities Procedure 625-020-015

<https://fdotwp1.dot.state.fl.us/ProceduresInformationManagementSystemInternet/?viewBy=0&procType=pr>

1. Florida Department of Transportation Florida Sampling and Testing Methods

<http://www.fdot.gov/materials/administration/resources/library/publications/fstm/disclaimer.shtm>

1. Florida Department of Transportation Flexible Pavement Coring and Evaluation Procedure

<http://www.fdot.gov/materials/administration/resources/library/publications/materialsmanual/documents/v1-section32-clean.pdf>

1. Florida Department of Transportation Design Bulletins and Update Memos

<http://www.fdot.gov/roadway/Bulletin/Default.shtm>

1. Florida Department of Transportation Utility Accommodation Manual

<https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/programmanagement/programmanagement/utilities/docs/uam/uam2017.pdf?sfvrsn=d97fd3dd_0>

1. AASHTO LRFD Bridge Design Specifications

<https://bookstore.transportation.org/category_item.aspx?id=BR>

1. Florida Department of Transportation Flexible Pavement Design Manual

<http://www.fdot.gov/roadway/PM/publicationS.shtm>

1. Florida Department of Transportation Rigid Pavement Design Manual

<http://www.fdot.gov/roadway/PM/publicationS.shtm>

1. Florida Department of Transportation Pavement Type Selection Manual

<http://www.fdot.gov/roadway/PM/publicationS.shtm>

1. Florida Department of Transportation Right of Way Manual

<http://www.fdot.gov/rightofway/Documents.shtm>

1. Florida Department of Transportation Traffic Engineering Manual

<http://www.fdot.gov/traffic/TrafficServices/Studies/TEM/tem.shtm>

1. Florida Department of Transportation Intelligent Transportation System Guide Book

<http://www.fdot.gov/traffic/Doc_Library/Doc_Library.shtm>

1. Federal Highway Administration Checklist and Guidelines for Review of Geotechnical Reports and Preliminary Plans and Specifications

<http://www.fhwa.dot.gov/engineering/geotech/pubs/reviewguide/checklist.cfm>

1. AASHTO Guide for the Development of Bicycle Facilities

  <https://bookstore.transportation.org/collection_detail.aspx?ID=116>

1. Federal Highway Administration Hydraulic Engineering Circular Number 18 (HEC 18).

<http://www.fhwa.dot.gov/engineering/hydraulics/library_arc.cfm?pub_number=17>

1. Florida Department of Transportation Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways

<http://www.fdot.gov/roadway/FloridaGreenbook/FGB.shtm>

1. Florida Department of Transportation Project Development and Environment Manual, Parts 1 and 2

<http://www.fdot.gov/environment/pubs/pdeman/pdeman1.shtm>

1. Florida Department of Transportation Driveway Information Guide

<http://www.fdot.gov/planning/systems/programs/sm/accman/pdfs/driveway2008.pdf>

1. AASHTO Highway Safety Manual

<http://www.highwaysafetymanual.org/>

1. Florida Statutes

[http://www.leg.state.fl.us/Statutes/index.cfm?Mode=View%20Statutes&Submenu=1&Tab=statutes&CFID=14677574&CFTOKEN=80981948](http://www.leg.state.fl.us/Statutes/index.cfm?Tab=statutes&submenu=-1&CFID=14946597&CFTOKEN=78039563)

1. Florida Department of Transportation Equal Opportunity Construction Contract Compliance Manual

<http://www.fdot.gov/equalopportunity/contractcomplianceworkbook.shtm>

1. **Innovative Aspects**:

All innovative aspects shall be identified separately as such in the Technical Proposal.

An innovative aspect does not include revisions to specifications, standards or established **Local Agency** policies. Innovation should be limited to Design-Build Firm’s means and methods, roadway alignments, approach to Project, etc.

###

## Geotechnical Services:

***Note to developer of the RFP: It is recommended that this section remain if the project contains a structure. However, there are less restrictive standards that can be used in this section by the Local Agency. As a result, this section is subject to review by the Local Agency to verify it is appropriate.***

* 1. **General Conditions**:

The Design-Build Firm shall be responsible for identifying and completing the geotechnical investigation, analysis and design of foundations, foundation construction, foundation load and integrity testing, and inspection dictated by the Project needs in accordance with **Local Agency** guidelines, procedures and specifications. All geotechnical work necessary shall be performed in accordance with the Governing Regulations. The Design-Build Firm shall be responsible for completing the geotechnical aspects of the Project.

## Local Agency Commitments:

***Note to developer of the RFP: The following section should be used to identify all commitments which the Design-Build Firm must adhere to.***

The Design-Build Firm will be responsible for adhering to the project commitments identified below and/or in the Project Commitment Record (see Attachments):

***Note to developer of the RFP:*** **<< List Project Commitments and include specific limit if applicable, and any current / future jurisdictional agreements. >>**

## Environmental Permits:

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1. **Storm Water and Surface Water:**

Plans shall be prepared in accordance with Chapters 373 and 403 (F.S.) and Chapters 40 and 62 (F.A.C.).

1. **Permits:**

All applicable data shall be prepared in accordance with Chapter 373 and 403, Florida Statutes, Chapters 40 and 62, F.A.C.; Rivers and Harbors Act of 1899, Section 404 of the Clean Water Act, 23 CFR 771, 23 CFR 636, and parts 114 and 115, Title 33, Code of Federal Regulations. In addition to these Federal and State permitting requirements, any dredge and fill permitting required by local agencies shall be prepared in accordance with their specific regulations. Acquisition of all applicable permits will be the responsibility of the Design-Build Firm. Preparation of complete permit packages will be the responsibility of the Design-Build Firm. As the permittee, the **Local Agency** is responsible for reviewing, approving, and signing, the permit application package including all permit modifications, or subsequent permit applications. This applies whether the project is Federal or state funded. A copy (electronic and hard copy) of any and all correspondence with any of the environmental permitting agencies shall be sent to the District Environmental Permits Office. If any agency rejects or denies the permit application, it is the Design-Build Firm’s responsibility to make whatever changes necessary to ensure the permit is approved.

The Design-Build Firm will be required to pay all permit and public notice fees. Any fines levied by permitting agencies shall be the responsibility of the Design-Build Firm.

However, notwithstanding anything above to the contrary, upon the Design-Build Firm’s preliminary request for extension of Contract Time, pursuant to 8-7.3, being made directly to the **Local Agency** Engineer, the **Local Agency** reserves unto the **Local Agency** Engineer, in their sole and absolute discretion, according to the parameters set forth below, the authority to make a determination to grant a non-compensable time extension for any impacts beyond the reasonable control of the Design-Build Firm in securing permits. Furthermore, as to any such impact, no modification provision will be considered by the **Local Agency** Engineer unless the Design-Build Firm clearly establishes that it has continuously from the beginning of the Project aggressively, efficiently and effectively pursued the securing of the permits including the utilization of any and all reasonably available means and methods to overcome all impacts. There shall be no right of any kind on behalf of the Design-Build Firm to challenge or otherwise seek review or appeal in any forum of any determination made by the **Local Agency** Engineer under this provision.

## Railroad Coordination:

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The **Local Agency** will conduct the required contract negotiations and plans review coordination. All required Railroad Reimbursement Agreements will be between and (the **Local Agency**). Copies of the approved Agreements will be made available to the Design-Build Firm. The Design-Build Firm must comply with the terms of these agreements. The Design-Build Firm must make the necessary arrangements with \_\_\_\_\_\_\_\_\_\_\_\_prior to encroachments into the railroad rights-of-way.

***Note to developer of the RFP: On projects involving CSX Transportation Inc., where it has been determined by the Local Agency, based on the concept plans, that protective services (i.e. watchman or flagging services) will be required for less than 20 consecutive days (short-term), coordinate with the District Rail Office to ensure that CSX Transportation Inc., has been notified by the Local Agency of the need for short-term protective services a minimum of 45 days before Bid Price Proposals are due to be received. On projects involving CSX Transportation Inc., where it has been determined by the Local Agency, based on the concept plans, that protective services (i.e. watchman or flagging services) will be required for 20 or more consecutive days (long-term), coordinate with the District Rail Office to ensure that CSX Transportation Inc., has been notified by the Local Agency of the need for long-term protective services a minimum of 6 months before Bid Price Proposals are due to be received.***

***Note to developer of the RFP: On projects involving CSX Transportation Inc., use the following paragraph if the Local Agency’s concept plans anticipate that no protective services (i.e. watchman or flagging services) will be required:***

Based on the **Local Agency’s** Concept Plans, it is anticipated that no protective services (i.e., watchman or flagging services) furnished by CSX Transportation, Inc., will be required. The Design-Build Firm is responsible for providing the Engineer with a minimum of forty-five (45) days written advance notice if the Design-Build Firm’s design and construction concept requires protective services (i.e., watchman or flagging services) furnished by CSX Transportation, Inc. for less than twenty (20) consecutive days (short-term). The Design-Build Firm is responsible for providing the Engineer with a minimum of six (6) months written advance notice if the Design-Build Firm’s design and construction concept requires protective services (i.e., watchman or flagging services) furnished by CSX Transportation, Inc. for twenty (20) or more consecutive days (long-term). The Design-Build Firm shall submit schedule and schedule changes to the Engineer so the **Local Agency** can coordinate the scheduling of protective services.

***Note to developer of the RFP: On projects involving CSX Transportation Inc., use the following paragraph if the Local Agency’s concept plans anticipate that protective services (i.e. watchman or flagging services) will be required for less than 20 consecutive days (short-term):***

Based on the **Local Agency’s** Concept Plans, it is anticipated that protective services (i.e., watchman or flagging services) furnished by CSX Transportation, Inc., will be required for less than twenty (20) consecutive calendar days (short-term) and the **Local Agency** has notified CSX Transportation, Inc. The Design-Build Firm shall submit schedule and schedule changes to the Engineer so the **Local Agency** can coordinate the scheduling of protective services. The Design-Build Firm is responsible for providing the Engineer with a minimum of six (6) months written advance notice if the Design-Build Firm’s design and construction concept requires protective services (i.e., watchman or flagging services) furnished by CSX Transportation, Inc. for twenty (20) or more consecutive days (long-term).

***Note to developer of the RFP: On projects involving CSX Transportation Inc., use the following paragraph if the Local Agency’s concept plans anticipate that protective services (i.e. watchman or flagging services) will be required for 20 or more consecutive days (long-term):***

Based on the **Local Agency’s** Concept Plans, it is anticipated that protective services (i.e., watchman or flagging services) furnished by CSX Transportation, Inc., will be required for twenty (20) or more consecutive calendar days (long-term) and the **Local Agency** has notified CSX Transportation, Inc. The Design-Build Firm shall submit schedule and schedule changes to the Engineer so the Local Agency can coordinate the scheduling of protective services.

## Survey:

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

The Design-Build Firm shall perform all surveying (Terrestrial, Mobile and/or Aerial) and mapping services necessary to complete the Project. Survey services must also comply with all pertinent Florida Statutes (Chapters 177 and 472, F.S.) and applicable rules in the Florida Administrative Code (Rule Chapter 5J-17, F.A.C.). All field survey data will be furnished to the **Local Agency** Surveyor in a **Local Agency** approved digital format, readily available for input and use in CADD Design files. All surveying and mapping work must be accomplished in accordance with the Department’s Surveying and Mapping Procedure, Topic Nos. 550-030-101, and the Surveying and Mapping Handbook.

***Note to Developer of RFP: The following paragraph should be added if Right-of-Way Survey is required****.*

The Design-Build Firm shall provide final Right-of-Way survey and mapping services unless the Local Agency determines it is not needed for the Project.  The scope of work shall include performing appropriate Right-of-Way survey for the proposed Project, including mainline alignment, side streets as needed, as well as all Right-of-Way interests.

The Design-Build Firm shall provide final Right-of-Way maps unless the Local Agency determines it is not needed. These maps and any associated sketches, legal descriptions and all associated necessary documentation, field data collection and any other supporting documentation shall be included as part of the Construction Set of plans submitted by the Design Build Firm.

## Verification of Existing Conditions:

##

The Design-Build Firm shall be responsible for verification of existing conditions, including research of all existing **Local Agency** records and other information.

By execution of the contract, the Design-Build Firm specifically acknowledges and agrees that the Design-Build Firm is contracting and being compensated for performing adequate investigations of existing site conditions sufficient to support the design developed by the Design-Build Firm and that any information is being provided merely to assist the Design-Build Firm in completing adequate site investigations. Notwithstanding any other provision in the contract documents to the contrary, no additional compensation will be paid in the event of any inaccuracies in the preliminary information.

## Submittals:

1. **Component Submittals:**

The Design-Build Firm may submit components of the contract plans set instead of submitting the entire contract plan set; however, sufficient information from other components must be provided to allow for a complete review. In accordance with the FDOT Design Manual, components of the contract plans set are roadway, signing and pavement marking, signalization, ITS, lighting, landscape, architectural, structural, and toll facilities. The **Local Agency** will designate in the review comments if the next submittal will be a resubmittal of the 90% phase submittal or if the plans and supporting calculations are significantly developed to proceed to the Final Submittal. ***Note to Developer of RFP: Include this language if there are toll gantries. “Refer to the GTR (Attachment XXX) for Tolls subcomponent submittal requirements.”***

The Design-Build Firm may divide the Project into separate areas and submit components for each area; however, sufficient information on adjoining areas must be provided to allow for a complete review. Submittals for Category 1 bridges are limited to foundation, substructure, and superstructure.

For bridges over navigable waterways, submittals are limited to foundation, approach substructure, approach superstructure, main unit substructure, and main unit superstructure. Further dividing the foundation, substructure, or superstructure into individual elements (i.e. Pier 2, Abutment 1, Span 4, etc.) will not be accepted.

Category 1 and 2 bridge submittals shall contain the following:

* Plan sheets for the component under review developed to the specified level of detail (i.e. 90% plans, Final plans, etc.) as outlined in the FDM.
* A complete set of the most developed plan sheets for all other major elements of the bridge. These sheets shall be marked “For Information Only” on the index sheet. In no case shall a plan sheet be less than 30% complete.
* Design documentation including a complete set of calculations, geotechnical reports, pertinent correspondence, etc. in support of the 90% and final component submittals.

1. **Phase Submittals:**

The Design-Build Firm shall provide the documents for each phase submittal listed below to the **Local Agency’s** Project Manager. The particular phase shall be clearly indicated on the documents. The **Local Agency’s** Project Manager will send the documents to the appropriate office for review and comment. Once all comments requiring a response from the Design-Build Firm have been satisfactorily resolved as determined by the **Local Agency**, the **Local Agency’s** Project Manager will initial, date and stamp the signed and sealed plans and specifications as “Released for Construction”.

All comments shall be resolved to the Department’s satisfaction prior to making the next phase submittal.  The Department will designate in the review comments if the next submittal will be a resubmittal of the 90% phase submittal or if the plans and supporting calculations are significantly developed to proceed to the Final Submittal.

***Note to developer of the RFP: Submittal Requirements shown below shall not be modified without prior approval of the Chief Engineer (via a request submitted through the State Construction Office). If sensitive structures are NOT identified, the Settlement and Vibration Monitoring Plans submittals may be removed.***

**90% Phase Submittal**

1 copy of 11” X 17” plans (all required components)

1 signed and sealed geotechnical report

1 copy of signed and sealed geotechnical report

1 copy of Settlement and Vibration Monitoring Plan (SVMP) for **Local Agency** acceptance and update throughout the construction period

1 copy of signed and sealed Bridge Hydraulic Report

1 copy of design documentation

1 copy of Technical Special Provisions

1 copy of Bridge Load Rating Calculations

1 copy of Completed Bridge Load Rating Summary Detail Sheet

1 copy of Load Rating Summary Form

1 copy of the Independent Peer Review Certification Letter.

1 copy of Independent Peer Reviewer Firm’s comments, design verification calculations, and the EOR’s response to the Independent Peer reviewer’s comments

All of the information above shall be submitted electronically in .pdf format.

All QC plans and documentation for each component submittal shall be electronic in .pdf format

***Note to developer of the RFP: These Submittal Requirements must be modified if Next Gen Plans are to be used.***

The Local Agency will designate in the review comments if the next submittal will be a resubmittal of the 90% phase submittal or if the plans and supporting calculations are significantly developed to proceed to the Final Submittal. If the Local Agency requires more than 2 resubmittals a submittal workshop between the Local Agency and the Design-Build Firm must be held to resolve any outstanding issues or comments.

 **Final Submittal**

1 set of signed and sealed 11” X 17” plans (all required components)

1 copy of signed and sealed 11” X 17” plans

1 set of signed and sealed design documentation

1 copy of signed and sealed design documentation

1 copy of Settlement and Vibration Monitoring Plan (SVMP)

 1 set of final documentation

 1 signed and sealed copy of the Bridge Load Rating Summary Detail Sheet

 1 signed and sealed copy of the Load Rating Summary Form

1 signed and sealed Construction Specifications Package or Supplemental Specifications Package

1 copy of signed and sealed copy of Construction Specifications Package or Supplemental Specifications Package

 1 electronic copy of Technical Special Provisions in .pdf format

***Note to developer of the RFP: These Submittal Requirements must be modified if Next Gen Plans are to be used.***

1 copy of Independent Peer Review Firm’s comments, design verification calculations, and the EOR’s response to the Independent Peer reviewer’s comments

All of the information above shall be submitted electronically in .pdf format.

All QC plans and documentation for each component submittal shall be electronic in .pdf format

The Design-Build Firm shall provide a list of all changes made to the plans or specifications that were not directly related to the 90% plans review comments. Significant changes (as determined by the Local Agency) made as a part of the Final submittal, that were not reviewed or provided in response to the 90% submittal comments, may require an additional review phase prior to stamping the plans or specifications “Released for Construction.” The Design-Build Firm shall provide a signed certification that all Electronic Review Comments (ERC) and/or ProjectSolve comments have been resolved to the Local Agency’s satisfaction as a requirement before obtaining “Released for Construction” plans.

1. **Requirements to Begin Construction:**

The Department’s indication that the signed and sealed plans and specifications are “Released for Construction” authorizes the Design Build Firm to proceed with construction based on the contract and plans and specifications. The Department’s review of submittals and subsequent Released for Construction is to assure that the Design-Build Firm’s EOR has approved and signed the submittal, the submittal has been independently reviewed and is in general conformance with the contract documents.  The Department’s review is not meant to be a complete and detailed review.  No failure by the Department in discovering details in the submittal that are released for construction and subsequently found not to be in compliance with the requirements of the contract shall constitute a basis for the Design-Build Firm’s entitlement to additional monetary compensation, time, or other adjustments to the contract. The Design-Build Firm shall cause the Engineer of Record to resolve the items not in compliance with the contract, errors or omissions at no additional cost to the Department and all revisions are subject to the Department’s approval.

The Design-Build Firm may choose to begin construction prior to completion of the Phase Submittals and the **Local Agency** stamping the plans and specifications Released for Construction except for bridge construction. No permanent structures work, including fabrication of bridge members, may begin without signed and sealed plans or shop drawings (whichever controls the design and details utilized to construct/erect the specific structural component) that have been Released for construction. To begin construction the Design-Build Firm shall submit signed and sealed plans for the specific activity; submit a signed and sealed Construction Specifications Package or Supplemental Specifications Package; obtain regulatory permits as required for the specific activity; obtain utility agreements and permits, if applicable; and provide five (5) days notice before starting the specific activity. The plans to begin construction may be in any format including report with details, 8 1/2” X 11” sheets, or 11” X 17” sheets, and only the information needed by the Design-Build Firm to construct the specific activity needs to be shown. Beginning construction prior to the **Local Agency** stamping the plans and specifications Released for Construction does not reduce or eliminate the Phase Submittal requirements.

***Note to developer of the RFP: These Submittal Requirements must be modified if Next Gen Plans are to be used.***

***Note to developer of the RFP: If tolling is included, add the language below.***

To begin toll equipment building construction, permit review and approvals must be complete and the Design-Build Firm shall obtain an executed building permit application from the building department along with State Fire Marshal approval.

**As-Built Set:**

The Design-Build Firm's Professional Engineer in responsible charge of the Project’s design shall professionally endorse (sign, seal, and certify) the As-Built Plans, the special provisions and all reference and support documents. The professional endorsement shall be performed in accordance with the FDOT DesignManual.

Design-Build Firm shall complete the As-Built Plans as the Project is being constructed. All changes made subsequent to the “Released for Construction” Plans shall be signed/sealed by the EOR. The As-Built Plans shall reflect all changes initiated by the Design-Build Firm or the **Local Agency** in the form of revisions. The As-Built Plans shall be submitted prior to Project completion for **Local Agency** review and acceptance as a condition precedent to the **Local Agency’s** issuance of Final Acceptance.

The **Local Agency** shall review, certify, and accept the As-Built Plans prior to issuing Final Acceptance of the project in order to complete the As-Built Plans.

The Department shall accept the As-Built Plans and related documents when in compliance with Design Build Division I Specification 7-2.3, As-Built Drawings and Certified Surveys, and the As-Built Requirements.

The Design-Build Firm shall furnish to the **Local Agency**, upon Project completion, the following:

* 1 set of 11” X 17” signed and sealed As-Built plans, drawings and Certified Surveys
* 1 set of 11 "X 17” copy of the signed and sealed As-Built plans, drawings and Certified Surveys
* 1 signed and sealed copy of the Bridge Load Rating Summary Form and Calculations based on as-built conditions
* 1 set of final documentation (if different from final component submittal)
* 1 set of survey information, including electronic files and field books
* Deliver the final CADD .zip in accordance with the CADD Manual
* 1 Final Project submittal containing the information above shall be electronic in .pdf format

***Note to developer of the RFP: These Submittal Requirements must be modified if Next Gen Plans are to be used.***

1. **Milestones:**

Component submittals, in addition to the plan submittals listed in the previous section will be required. In addition to various submittals mentioned throughout this document the following milestone submittals will be required.

* + <<***List milestone submittals>>***

**5. Railroad Submittals:**

3 sets of the plan sheets listed below are required for review by the railroad. The sets are to be mailed to the District Rail Administrator. The required sheets are:

* + - Key Sheet
		- Typical Section(s)
		- Plan & Profile Sheet(s)
		- Rail-highway grade crossing detail sheet
		- Signing and Pavement Marking Sheet(s)
		- Cross Section Sheets

## Contract Duration:

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In no event shall the contract duration exceed \_\_\_\_\_ calendar days. The schedule supporting the contract duration will be submitted with the Technical and Price Proposal and should identify if the work activity durations are based on calendar days or working days.

## Project Schedule:

***Note to developer of the RFP: The timeframes shown below for Department review of all submittals of the D-B firm shall not be modified without prior approval of the State Construction Office.***

The Design-Build Firm shall submit a Project schedule, in accordance with Subarticle 8-3.2 (Design-Build Division I Specifications), which supports the established contract duration submitted as part of the Proposal.

The Design-Build Firm’s Schedule shall allow for up to fifteen (15) calendar days (excluding weekends and **Local Agency** observed Holidays) review time for the **Local Agency** review of all submittals with the exception of Category 2 structures submittals. The review of Category 2 structures submittals requires **Department** involvement and the Schedule shall allow for up to twenty (20) calendar days (excluding weekends and **Department** observed Holidays) for these reviews.

The **Local Agency** will perform the review of Foundation Construction submittals in accordance with Section 455.

***Note to developer of the RFP: This section as written may not be applicable to the Local Agency or the project. As a result, this section is subject to review by the Local Agency to verify it is appropriate.***

The following Special Events have been identified in accordance with Specification 8-6.4:

***Note to developer of the RFP: This section should include a list of all Special Events per Section 8-6.4 of the Design-Build Division I specifications that are to be shown as non-working days in the Project Schedule per 8-3.2.3 of the D-B Division I specifications and have been identified to have a direct impact to traffic within the Project limits. Coordinate with the Local Agency for the Special Events occurring within the Contract Time period that will impact the traveling public within the Project area.***

<<***List the Special Events***>>

The minimum number of activities shall be those listed in the payout schedule and those listed below:

* Anticipated Award Date
* Design Submittals
* Design Survey
* Design Reviews by the **Local Agency** and FHWA
* Design Review / Acceptance Milestones
* Materials Quality Tracking
* Geotechnical Investigation
* Start of Construction
* Clearing and Grubbing
* Construction Mobilization
* Embankment/Excavation
* Environmental Permit Acquisition
* Foundation Design
* Foundation Construction
* Substructure Design
* Substructure Construction
* Superstructure Design
* Superstructure Construction
* Walls Design
* Walls Construction
* Roadway Design
* Roadway Construction
* Signing and Pavement Marking Design
* Signing and Pavement Marking Construction
* Intelligent Transportation System Design
* Intelligent Transportation System Construction
* Landscape Design
* Landscape Construction
* Maintenance of Traffic Design
* Permit Submittals
* Maintenance of Traffic Set-Up (per duration)
* Erosion Control
* Holidays and Special Events (shown as non-work days)
* Additional Construction Milestones as determined by the Design-Build Firm
* Final Completion Date for All Work

## Key Personnel/Staffing:

##

The Design-Build Firm’s work shall be performed and directed by key personnel identified in the Technical Proposal by the Design-Build Firm. In the event a change in key personnel is requested, the Design-Build Firm shall submit the qualifications of the proposed key personnel and include the reason for the proposed change. Any changes in the indicated personnel shall be subject to review and approval by the **Local Agency**. The Local Agency shall have sole discretion in determining whether or not the proposed substitutions in key personnel are comparable to the key personnel identified in the technical proposal. The Design-Build Firm shall have available professional staff meeting the minimum training and experience set forth in Florida Statute Chapter 455.

1. **Partner/Teaming Arrangement:**

Partner/Teaming Arrangements of the Design-Build Firm (i.e., Prime Contractor or Lead Design Firm) cannot be changed after submittal of the Letter of Interestwithout written consent of the Local Agency. In the event a change in the Partner/Teaming Arrangement is requested, the Design-Build Firm shall submit the reason for the proposed change. Any changes in the Partner/Teaming Arrangement shall be subject to review and approval by the Local Agency. The Local Agency shall have sole discretion in determining whether or not the proposed substitutions in Partner/Teaming Arrangements are comparable to the Partner/Teaming Arrangements identified in the Letter of Interest and/or Technical Proposal.

## Meetings and Progress Reporting:

##

The Design-Build Firm shall anticipate periodic meetings with **Local Agency** personnel and other agencies as required for resolution of design and/or construction issues. These meetings may include:

* **Local Agency** Technical issue resolution
* Local government agency coordination
* Maintenance of Traffic Workshop
* Pavement Design Meeting
* Permit agency coordination
* Scoping Meetings

During design, the Design-Build Firm shall meet with the **Local Agency** Project Manager on a monthly basis at a minimum and provide a month look ahead of the activities to be completed during the upcoming month.

During construction, the Design-Build Firm shall meet with the **Local Agency** Project Manager on a weekly basis and provide a one-week look ahead for activities to be performed during the coming week.

The Design-Build Firm shall, on a monthly basis, provide written progress reports that describe the items of concern and the work performed on each task.

## Public Involvement:

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

## Quality Management Plan (QMP):

 ***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

1. **Design:**

 ***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section. The Local Agency is encouraged to use Department standards to meet all applicable Federal regulations.***

1. **Construction:**

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section. The Local Agency is encouraged to use Department standards to meet all applicable Federal regulations.***

##

## Liaison Office:

The **Local Agency** and the Design-Build Firm will designate a Liaison Office and a Project Manager who shall be the representative of their respective organizations for the Project.

## Engineers Field Office:

##

The Design-Build Firm will provide an Engineers Field Office in accordance with the applicable specifications.

***Note to developer of the RFP:  Approval from the Director, Office of Construction shall be obtained prior to requiring the DB Firm to provide the Engineers Office as part of their Contract. The District Construction Engineer (DCE) shall be contacted and shall make the determination as to whether or not Engineers Field Office is to be used on this Project. The Engineers Field Office shall only be used on projects which will not be administered by a Full Service Consultant CEI Contract but will be administered by In-house FDOT personnel using the Hybrid Inspection Services Contract and the project is located in an area which is not within a reasonable distance to an FDOT Resident Office/Operations Center.  On those Projects where the DCE makes this determination and obtains approval from the Director, Office of Construction, coordinate with the District Specifications Office to develop a Modified Special Provision 109 (MSP1090000) and provide the number of calendar days and the field office size in accordance with the Modified Special Provision.***

1. **Schedule of Values:**

***Note to developer of the RFP: Separate “Do Not Bid” line items should be included for any contingency amounts including, but not limited to: FHP, Partnering, Disputes Review Board and Initial Contingency Amount.***

The Design-Build Firm is responsible for submitting estimates requesting payment. Estimates requesting payment will be based on the completion or percentage of completion of tasks as defined in the schedule of values. Final payment will be made upon final acceptance by the **Local Agency** of the Design-Build Project. Tracking DBE participation will be required under normal procedures. The Design-Build Firm must submit the schedule of values to the **Local Agency** for approval. No estimates requesting payment shall be submitted prior to **Local Agency** approval of the schedule of values.

Upon receipt of the estimates requesting payment, the **Local Agency’s** Project Manager will make judgment on whether or not work of sufficient quality and quantity has been accomplished by comparing the reported percent complete against actual work accomplished.

***Note to developer of the RFP: If Toll Sites are included, add the language below.***

Submit the schedule of values for each toll site using the Toll Site Schedule of Values Template included as Attachment XXX.

## Computer Automation:

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

##

## Construction Engineering and Inspection:

The **Local Agency** is responsible for providing Construction Engineering and Inspection (CEI) and Quality Assurance Engineering.

The Design-Build Firm is subject to the **Local Agency’s** Independent Assurance (IA) Procedures.

1. **Testing:**

The **Local Agenc**y or its representative will perform verification and resolution testing services in accordance with the latest Specifications. On all Federal Aid Projects, the **Local Agency** or its representative shall perform verification sampling and testing on site as well as off site locations such as pre-stress plants, batch plants, structural steel and weld, fabrication plants, etc.

## Value Added:

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

The Design-Build Firm shall develop the Value Added criteria, measurable standards, and remedial work plans in the Design-Build Firm's Technical Proposal for features proposed by the Design-Build Firm.

## Adjoining Construction Projects:

##

The Design-Build Firm shall be responsible for coordinating construction activities with other construction Projects that are impacted by or impact this Project. This includes Projects under the jurisdiction of local governments, the **Local Agency**, other regional and state agencies, or private entities. Adjoining construction projects include, but are not limited to:

The Design-Build Firm shall consider and include in the Construction Plans and Bid Price Proposal, any and all temporary detours or diversions required to facilitate traffic movements into and out of the project limits; notwithstanding the alignment, lane positioning and/or grade differences of traffic conditions on those adjacent projects.

1. **Use of Local Agency Owned Right-of-Way**

Use of **Local Agency** owned Right-of-Way by the Design-Build Firm for the purpose of equipment or material storage, lay-down facilities, pre-cast material fabrication sites, batch plants for the production of asphalt, concrete or other construction related materials, etc. shall require advance approval by the **Local Agency**. Use of **Local Agency** owned Right-of-Way by the Design-Build Firm for these purposes is expressly limited to the Project(s) referenced in this RFP.

1. **Issue Escalation**:

***Note to developer of the RFP:  The Local Agency shall insert appropriate language in this section.***

# Design and Construction Criteria.

## General:

All design and construction work completed under the Contract shall be in accordance with the United States Standard Measures.

## Vibration and Settlement Monitoring:

***Note to developer of RFP****:* ***The language below may require editing according to project specific needs; some or all parts may not apply to the project and should be deleted as appropriate. Include special requirements in a separate volume or attachment, as applicable.***

The **Department** has identified vibration sensitive sites along the Project corridor. The Design-Build Firm shall be responsible for the identification of and coordination with vibration sensitive sites impacted by the Work for the duration of the construction period.

***Note to developer of RFP****:* ***Include a description and location of any sensitive sites/structures here. If necessary, prepare a separate volume or attachment and refer here to that volume or attachment.***

The Design-Build Firm is responsible for evaluating the need for, design of, and the provision of any necessary precautionary features to protect existing structures from damage, including, at a minimum, selecting construction methods and procedures that will prevent damage. The Design-Build Firm shall submit for **Local Agency** acceptance a Settlement and Vibration Monitoring Plan (SVMP) as part of the 90% plans submittal and update the SVMP throughout the Construction Period. The Design-Build Firm is responsible for establishing maximum settlement and vibration thresholds equivalent to or lower than the **Department** Specification requirements for all construction activities, including vibratory compaction operations and excavations.

Submittals for Settlement and Vibration Monitoring Plan (SVMP) shall include the following as a minimum:

* Identify any existing structures that will be monitored for vibrations during the construction period.

* Establish the maximum vibration levels for existing structures that shall not be exceeded.
* Identify any existing structures that will be monitored for settlement during the construction period.
* Establish the maximum settlement levels for the existing structures that must not be exceeded.
* Identify any existing structures that require pre-construction and post-construction surveys.

The **Department** will perform the review of Vibration and Settlement submittals in accordance with Department Specifications.

1. **Geotechnical Services:**

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

**Driven Pile Foundations for Bridges and Major Structures**

***Note to developer of the RFP: The following text should be completed considering the soil and geology variability based on the preliminary geotechnical investigation and past experience in the regional geology. The bulleted items below need to be completed by a geotechnical engineer after the preliminary geotechnical investigation is completed, and approved by the Local Agency Geotechnical Engineer.***

The Design-Build Firm shall determine whether the resistance factors used for pile design will be based on static/statnamic load testing. Before the resistance factors for static/statnamic load testing may be used for pile foundations in any of the following areas of the Project, a minimum number of successful load tests must be performed in representative locations of that area:

* Station XXX+XX to Station XXX+XX (BL of Survey), (minimum \_\_\_tests)
* Station XXX+XX to Station XXX+XX (BL of Survey), (minimum \_\_\_tests)
* Station XXX+XX to Station XXX+XX (BL of Survey),( minimum \_\_\_tests)
* Station XXX+XX to Station XXX+XX (BL of Survey), (minimum \_\_\_tests)

The Design-Build Firm shall be responsible for the following:

1. Selection of pile type and size.
2. Selection of test pile lengths, locations and quantity of test piles.
3. Selection of pile testing methods.
4. Determining the frequency of such testing unless otherwise stated herein.
5. Performance of the selected test pile program, including dynamic load test personnel and equipment. The **Local Agency** may observe the installation of test piles and all pile testing.
6. Selection of production pile lengths.
7. Preparing and submitting a Pile Installation Plan for the **Local Agency’s** acceptance.
8. Development of the driving criteria.
9. Submitting Production Pile Length and Driving Criteria Letters (for projects that require a driving criteria), including analysis of dynamically load tested piles.
10. Driving piles to the required capacity and minimum penetration depth.
11. Inspecting and Recording the pile driving information.
12. Submitting Foundation Certification Packages.
13. Providing safe access, and cooperating with the **Local Agency** in verification of the piles, both during construction and after submittal of the certification package.

**Drilled Shaft Foundations for Bridges and Miscellaneous Structures**

***Note to developer of the RFP: The following text should be completed considering the soil and geology variability based on the preliminary geotechnical investigation and past experience in the regional geology. The bulleted items below need to be completed by a geotechnical engineer after the preliminary geotechnical investigation is completed, and approved by the Local Agency Geotechnical Engineer.***

The Design-Build Firm shall determine whether the resistance factors used for drilled shaft design will be based on static/statnamic load testing. Before the resistance factors for static/statnamic load testing may be used for drilled shafts in any of the following areas of the Project, a minimum number of successful load tests must be performed in representative locations of that area:

* Station XXX+XX to Station XXX+XX (BL of Survey), ( minimum \_\_\_tests)
* Station XXX+XX to Station XXX+XX (BL of Survey), (minimum \_\_\_tests)
* Station XXX+XX to Station XXX+XX (BL of Survey), (minimum \_\_\_tests)
* Station XXX+XX to Station XXX+XX (BL of Survey), (minimum \_\_\_tests)

The Design-Build Firm shall be responsible for the following:

1. Evaluating geotechnical conditions to determine the drilled shaft diameter and length and construction methods to be used.
2. Performing pilot holes prior to establishing the drilled shaft tip elevations and socket requirements. ***Note to developer of the RFP:  Coordinate with District Geotechnical Engineer to determine whether this frequency needs to be increased due to site variability.***
3. Determining the locations of the load test shafts and the types of tests that will be performed.
4. Performing pilot borings for test holes (also known as test shafts or method shafts) and load test shafts and providing the results to the **Local Agency** at least one (1) working day before beginning construction of these shafts.
5. Preparing and submitting a Drilled Shaft Installation Plan for the **Local Agency’s** acceptance.
6. Constructing the method shaft (test hole) and load test shafts successfully and conducting thermal integrity tests on these shafts.
7. Providing all personnel and equipment to perform a load test program on the load test shafts.
8. Determining the production shaft lengths.
9. Documenting and providing a report that includes all load test shaft data, analysis, and recommendations to the **Local Agency**.
10. Constructing all drilled shafts to the required tip elevation and socket requirement in accordance with the specifications.
11. Inspecting and documenting the construction of all drilled shafts in accordance with the specifications.
12. Performing Non-Destructive Drilled Shaft Integrity Testing in accordance with 455-17.6.
13. Repairing all detected defects and conducting post repair integrity testing using 3D tomographic imaging and gamma-gamma density logging.
14. Submitting Foundation Certification Packages in accordance with the specifications.
15. Providing safe access, and cooperating with the **Local Agency** in verification of the drilled shafts, both during construction and after submittal of the certification package.

***Note to developer of the RFP: Language below should be included on Toll Projects.***

1. Complying with the tolling gantry foundation requirements provided in the GTR.

**Spread Footings Foundations**

The Design-Build Firm shall be responsible for the following:

1. Evaluating geotechnical conditions and designing the spread footing.
2. Constructing the spread footing to the required footing elevation, at the required soil or rock material, and at the required compaction levels, in accordance with the specifications.
3. Inspecting and documenting the spread footing construction.
4. Submitting Foundation Certification Packages in accordance with the specifications.
5. Providing safe access, and cooperating with the **Local Agency** in verification of the spread footing, both during construction and after submittal of the certification package.

**Auger Cast Piles for Sound Barrier Walls**

The Design-Build Firm shall be responsible for the following:

1. Evaluating geotechnical conditions and designing the foundations, including diameter and lengths.
2. Constructing all auger cast piles to the required tip elevation and socket requirements, in accordance with the specifications.
3. Preparing and submitting an Auger Cast Pile Installation Plan for the **Local Agency’s** acceptance.
4. Inspecting and documenting the auger cast pile installation.
5. Submitting Foundation Certification Packages in accordance with the specifications.
6. Providing safe access, and cooperating with the **Local Agency** in verification of the auger cast piles, both during construction and after submittal of the certification package.

**Specialty Geotechnical Services Requirements**

Specialty geotechnical work is any alternative geotechnical work not covered by Department Specifications and requires the development of a Technical Special Provision (TSP). Any TSP for geotechnical work shall include the following:

* Criteria of measurable parameters to be met in order to accept the specialty geotechnical work,
* A field testing and instrumentation program to verify design assumptions and performance,
* A quality control program to be performed by the Design-Build Firm that includes sampling and testing to ensure the material quality, products, and installation procedures meet , requirements,
* A verification testing program to be performed by the Geotechnical Foundation Design Engineer of Record (GFDEOR) that includes inspection, sampling, and testing to verify the material, products, and procedures meet requirements. The TSP shall include language providing separate lab samples to be used for the Department’s independent verification.
* A certification process

After construction of the specialty geotechnical work, the Design-Build Firm shall submit a certification package for Department’s review within 15 business days. The certification package shall include the results of all the field testing, instrumentation and lab testing performed and a signed and sealed letter by the  GFDEOR certifying that the specialty geotechnical work meets the requirements.  The Department may issue comments and require additional verification testing.

1. **Utility Coordination:**

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

1. **Roadway Plans:**

**General:**

The Design-Build Firm shall prepare the Roadway Plans Package. This work effort includes the roadway design and drainage analysis needed to prepare a complete set of Roadway Plans, Temporary Traffic Control Plans, Environmental Permits and other necessary documents.

 **Design Analysis:**

The Design-Build Firm shall develop and submit a signed and sealed Typical Section Package, Pavement Design Package and Drainage Analysis Report for review and concurrence by the **Local Agency** and FHWA on Projects of Division (PoDIs). These packages shall include the following:

***Note to developer of the RFP: As part of the RFP for all Design-Build Projects, the Local Agency shall include the typical section criteria and the minimum pavement design. The typical section design will identify the minimum lane widths, shoulder widths, median widths, cross slope and front slope requirements. The minimum typical section criteria developed by the Local Agency shall not be modified by the Design-Build firm. Any requests to modify the typical section criteria by a Design-Build Firm will need to be approved by the Local Agency and FHWA (as applicable) at the pre-bid meeting prior to the information cut-off date. The minimum pavement design will typically include the minimum design period, minimum ESAL’s, minimum design reliability factors, roadbed resilient modulus, minimum structural asphalt thickness, milling depth(s), cross slope and the need for modified binder. Minimum pavement design criteria from the Pavement Design Package attachment should be included in the RFP. For resurfacing design, include the minimum milling depth and whether an ARMI layer is required. Identify project specific pavement design(s) or variables as needed. The pavement coring and evaluation should be provided with the criteria.***

1. **Typical Section Package:**
* Transmittal letter
* Location Map
* Roadway Typical Section(s)
	1. Pavement Description (Includes milling depth)
	2. Minimum lane, shoulder, median widths
	3. Slopes requirements
	4. Barriers
	5. Right-of-Way
* Data Sheet
* Design Speed
1. **Pavement Design Package:**

***Note to Developer of the RFP: Tolling Projects should include site pavement details found in the GTR.***

* Pavement Design
	1. Minimum design period
	2. Minimum ESAL’s
	3. Minimum design reliability factors
	4. Resilient modulus for existing and proposed widening (show assumptions)
	5. Roadbed resilient modulus
	6. Minimum structural asphalt thickness
	7. Cross slope
	8. Identify the need for modified binder
	9. Pavement coring and evaluation
	10. Identify if ARMI layer is required
	11. Minimum milling depth

The following documents are Attachments provided by the Local Agency and shall be used by the Design-Build Firm in the development of the pavement design: ***Note to Developer of the RFP: Delete any items from the list below that are not applicable for the Project. Consider including minimum milling depth requirements from the Pavement Survey and Evaluation Report as RFP text given that this report is included as an Attachment.***

* Attachment No. xx FDOT AADT Traffic Data and Equivalent Single Axle Loading (ESAL) values
* Attachment No. xx Resilient Modulus Recommendations and LBR
* Attachment No. xx GTR (Section 13)
* Attachment No. xx FDOT Pavement Survey and Evaluation Report
* Attachment No. xx Profilograph Data

Use of the Mechanistic-Empirical Pavement Design Guide (MEPDG) for pavement design shall not be allowed.

1. **Drainage Analysis:**

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

1. **Geometric Design:**

The Design-Build Firm shall prepare the geometric design for the Project using the Standard Plans and criteria that are most appropriate with proper consideration given to the design traffic volumes, adjacent land use, design consistency, aesthetics, ADA requirements, and this document. The design elements shall include, but not be limited to, the horizontal and vertical alignments, lane widths, shoulder widths, median widths, cross slopes, borders, sight distance, side slopes, front slopes and ditches. The geometric design developed by the Design-Build Firm shall be an engineering solution that is not merely an adherence to the minimum AASHTO and/or **Department** standards.

## Design Documentation, Computations and Quantities:

The Design-Build Firm shall submit to the **Local Agency** design notes and computations to document the design conclusions reached during the development of the construction plans.

The design notes and computation sheets shall be fully titled, numbered, dated, indexed, and signed by the designer and the checker. Computer output forms and other oversized sheets shall be folded to a standard size 8½" x 11". The data shall be in a hard-back folder for submittal to the **Local Agency**. At the Project completion, a final set of design notes and computations, signed by the Design-Build Firm, shall be submitted with the record set of plans and tracings.

 The design notes and calculations shall include, but not be limited to the following data:

1. Standards Plans and criteria used for the Project
2. Geometric design calculations for horizontal alignments
3. Vertical geometry calculations
4. Documentation of decisions reached resulting from meetings, telephone conversations or site visits
5. Final quantities list

## Structure Plans:

***Note to developer of the RFP: This section shall remain as written. However, if the project does not have a structure, this section can be deleted.***

1. **Bridge Design Analysis:**
	1. The Design-Build Firm shall submit to the **Local Agency** final signed and sealed design documentation prepared during the development of the plans.

* 1. The Design-Build Firm shall insure that the final geotechnical and hydraulic recommendations and reports required for bridge design are submitted with the 90% bridge plans.

* 1. The Design-Build Firm shall "Load Rate" all bridges in accordance with the **Department** Procedure 850-010-035 and the Structures Manual. The Bridge Load Rating Calculations, the Completed Bridge Load Rating Summary Detail Sheet, and the Load Rating Summary Form shall be submitted to the **Local Agency** for review with the 90% superstructure submittal. . The final Bridge Load Rating Summary Sheet and Load Rating Summary Form shall be submitted to the **Local Agency** for review with the Final superstructure submittal. A final, signed and sealed Bridge Load Rating, updated for as-built conditions, shall be submitted to the **Local Agency** for each phase of the bridge construction prior to placing traffic on the completed phase of the bridge. A final, signed and sealed Bridge Load Rating, updated for the as-built conditions as part of the Record Set submittal, shall be submitted to the **Local Agency** before any traffic is placed on the bridge. The Bridge Load Rating shall be signed and sealed by a Professional Engineer licensed in the State of Florida.
	2. The Design-Build Firm shall evaluate scour on all bridges over water using the procedures described in HEC 18.

* 1. Any erection, demolition, and any proposed sheeting and/or shoring plans that may potentially impact the railroad must be submitted to and approved by the railroad. This applies to areas adjacent to, within and over railroad rights of ways.
	2. The Engineer of Record for bridges shall analyze the effects of the construction related loads on the permanent structure. These effects include but are not limited to: construction equipment loads, change in segment length, change in construction sequence, etc. The Engineer of Record shall review all specialty engineer submittals (camber curves, falsework systems, etc.) to ensure compliance with the contract plan requirements and intent.

1. **Criteria**

The Design-Build Firm shall incorporate the following into the design of this facility:

a. All plans and designs are to be prepared in accordance with the Governing Regulations of Section V. A

b. Bridge Widening: In general, match the existing as per the **Department** Structures Manual.

* 1. Critical Temporary Retaining Walls: Whenever the construction of a structural component (such as a wall, footing, or other such component) requires excavation that may endanger the public or an existing structure that is in use the Design-Build Firm must protect the existing facility and the public. If a critical temporary retaining wall is, therefore, required during the construction stage only, it may be removed and reused after completion of the work. Such systems as steel sheet pilings, soldier beams and lagging or other similar systems are commonly used. In such cases, the Design-Build Firm is responsible for designing and detailing the wall in the set of contract plans. These plans must be signed and sealed by the Structural Engineer in responsible charge of the wall design.

***Note to developer of the RFP: Partial Height Walls: Partial height walls such as perched and toe-walls are generally not desirable due to maintenance issues related to mowing and maintaining adjacent fill slopes. In general, full height walls better facilitate future widenings. See Structures Design Guidelines Figure 3-20. Include restrictions regarding partial height walls as deemed appropriate based on Project specific requirements.***

* 1. For bridges over navigable waterways, establish the required pier strengths using the MathCad program furnished by the **Local Agency** if no specific pier strength is listed in the Design and Criteria Package. The MathCad program furnished by the **Local Agency** allows for the proposed bridge geometry to be input by the Engineer. Other parameters such as water traffic, waterway characteristics, etc. may not be changed. This assures that all Design-Build Firms are designing on the same assumptions other than the specific bridge layout that each is proposing.
1. **Specifications:**

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

## Shop Drawings:

The Design-Build Firm shall be responsible for the preparation and approval of Shop Drawings. Shop Drawing submittals must be accompanied by sufficient information for adjoining components or areas of work to allow for proper evaluation of the Shop Drawing(s) submitted for review.

Shop Drawings shall be submitted to the **Local Agency** and shall bear the stamp and signature of the Design-Build Firm’s Engineer of Record (EOR), and Specialty Engineer as appropriate. All “Approved” and “Approved as Noted” Shop Drawings submitted to the **Local Agency** for review shall also include Engineer of Record QA/QC Shop Drawing check prints along with the EOR stamped set(s). The **Local Agency** shall review the Shop Drawing(s) to evaluate compliance with Project requirements and provide any findings to the Design-Build Firm. The **Local Agency** procedural review of Shop Drawings is to assure that the Design-Build Firm’s EOR has approved and signed the drawing, the drawing has been independently reviewed and is in general conformance with the plans. The **Local Agency** review is not meant to be a complete and detailed review, but the Local Agency reserves the right to perform a more detailed review, as necessary. Upon review of the Shop Drawing, the **Local Agency** will initial, date, and stamp the drawing “Released for Construction” or “Released for Construction as Noted”.

1. **Sequence of Construction**:

The Design-Build Firm shall construct the work in a logical manner and with the following objectives as guides:

1. Maintain or improve, to the maximum extent possible, the quality of existing traffic operations, both in terms of flow rate and safety, throughout the duration of the Project.
2. Minimize the number of different Temporary Traffic Control Plan (TTCP) phases, i.e., number of different diversions and detours for a given traffic movement.
3. Take advantage of newly constructed portions of the permanent facility as soon as possible when it is in the best interest of traffic operations and construction activity.
4. Maintain reasonable direct access to adjacent properties at all times, with the exception in areas of limited access Right-of-Way where direct access is not permitted.
5. Coordinate with adjacent construction Projects and maintaining agencies.
6. **Stormwater Pollution Prevention Plans (SWPPP):**

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

The Design-Build Firm shall prepare a Storm Water Pollution Prevention Plan (SWPPP) as required by the National Pollution Discharge Elimination System (NPDES). The Design-Build Firm shall refer to the PPM and Florida Department of Environmental Protection (FDEP) Rule 62-621.300(4)(a) for information in regard to the SWPPP.  This SWPPP shall be submitted along with the Design-Build Firm’s Certification (FDEP Form 62-621.300(4)(b) **NOTICE OF INTENT (NOI) TO USE GENERIC PERMIT FOR STORMWATER DISCHARGE FROM LARGE AND SMALL CONSTRUCTION ACTIVITIES)** at least 15 calendar days (excluding Holidays as defined in Section 1-3 of the Specifications) prior to beginning construction activities.

1. **Transportation Management Plan:**

The Design-Build Firm must and develop a Transportation Management Plan in accordance with the Department’s FDOT Design Manual.

Additional information can be found in Part 1 / Chapter 240 of the FDM.

***Note to the developer of the RFP:* *The following section should include a list of all Special Events that have a direct impact to traffic within the Project limits. Coordinate with the Local Agency for the Special Events occurring within the Contract Time period that will impact the traveling public within the Project area.***

1. **Traffic Control Restrictions:**

There will be NO LANE CLOSURES allowedbetween the hours of **\_\_\_\_\_\_\_\_**AMto **\_\_\_\_\_**PM**.** A lane may only be closed during active work periods. There will be NO PACING OPERATIONS allowed between the hours of \_\_\_\_ AM to \_\_\_\_ PM. There will be no DETOURS allowed between the hours of \_\_\_\_ AM and \_\_\_\_ PM. All lane closures, including ramp closures, must be reported to the local emergency agencies, the media and the **Local Agency** \_\_\_\_\_\_\_\_information officer. Also, the Design-Build Firm shall develop the Project to be able to provide for all lanes of traffic to be open in the event of an emergency or if the lane closure causes a driver delay greater than 20 minutes.

NO LANE CLOSURES are allowed on the Project during the times shown below so as to minimize potential impacts to the following events:

<<***List Events and Lane Closure Restriction Periods***>>

## Environmental Services/Permits/Mitigation:

The Design-Build Firm will be responsible for preparing designs and proposing construction methods that are permittable. The Design-Build Firm will be responsible for any required permit fees. All permits required for a particular construction activity will be acquired prior to commencing the particular construction activity. Delays due to incomplete permit packages, agency rejection, agency denials, agency processing time, or any permit violations, except as provided herein, will be the responsibility of the Design-Build Firm, and will not be considered sufficient reason for time extension.

As the permittee, the **Local Agency** is responsible for reviewing, approving, and signing the permit application package including all permit modifications, or subsequent permit applications.

If, as a result of design changes proposed by the Design-Build Firm, additional environmental mitigation is required, it shall be the responsibility of the Design-Build Firm to pay for the mitigation.

The Design-Build Firm shall be responsible for an assessment of all potential gopher tortoise habitats that could be impacted by the Project. The **Local Agency** must verify the completeness and accuracy of the assessment. The habitat will be systematically surveyed according to the current guidelines published by the Florida Fish and Wildlife Conservation Commission (FWC). If gopher tortoise burrows are found, all practicable measures will be employed to avoid impacts. The Design-Build Firm shall be responsible for preparing required documentation for the **Local Agency** to obtain a FWC permit for the relocation of gopher tortoises and commensals from burrows which cannot be avoided. A copy of the permit and any subsequent reports to FWC must be provided to the **Local Agency**.

The Design-Build Firm will be required to pay all permit fees including any and all fees associated with the relocation of gopher tortoises. Any fines levied by permitting agencies shall be the responsibility of the Design-Build Firm.

The following Project specific Environmental Services/Permits have been identified as specific requirements for this project:

(***Note to the developer of the RFP:*** ***Use this section to list specific Environment Services/Permit requirements identified by the* Local Agency *such as:)***

1. Cultural Resources
2. Section 4(f) (federal projects only)
3. Wetlands and Mitigation
4. Wildlife and Habitat
5. Contaminated Materials

***Note to the developer of the RFP:* *The following paragraph should only be included when alternate design approaches are part of the Project, the alternate design approach is intended to be used on Projects which include specific Project miscellaneous alternates and when one or more of the alternates may require a specific environmental permit and/or mitigation plan.***

Unless specifically identified otherwise, the design and construction of any alternate design approach identified within this RFP is not a requirement of this RFP. The Design-Build Firm is not responsible for any permitting or commenting agency coordination or other impacts to the permit processes that would be associated with any alternate design approach, unless the Design-Build Firm chooses to include the alternate design approach in its Proposal.

1. **Signing and Pavement Marking Plans:**

The Design-Build Firm shall prepare signing and pavement marking plans in accordance with **Local Agency** criteria.

A Conceptual Signing Plan has been provided by the Local Agency (Attachment xx) identifying sign locations and messages within the Project limits. No structural analysis was performed for the Conceptual Signing Plan.

***Note to Developer of the RFP: Include any specific information regarding sign placement or structures that cannot be adjusted.***

The Design-Build Firm shall be responsible for the design of all new or retrofit sign supports (post, overhead span, overhead cantilever, bridge mount and any applicable foundations). The Design-Build Firm shall show all details (anchor bolt size, bolt circle, bolt length, etc.) as well as all design assumptions (wind loads, support reactions, etc.) used in the analysis. Mounting types for various signs shall not be changed by the Design-Build Firm (i.e. if the proposed or existing sign is shown as overhead it shall be overhead and not changed to ground mount) unless approved by the Local Agency. Any existing sign structure to be removed shall not be relocated and reused, unless approved by the Local Agency.

It shall be the Design-Build Firm’s responsibility to field inventory and show all existing signs within the Project limits and address all signage within the Project limits. Existing single and multi-post sign assemblies impacted by construction shall be entirely replaced and upgraded to meet current standards. Existing sign assemblies not impacted by construction can remain.

1. **Lighting Plans:**

The Design-Build Firm shall prepare lighting plans in accordance with **Local Agency** criteria.

The Design-Build Firm shall develop and submit for approval, a Load Center/Circuit/Pole Number identification plan that is compatible with the existing lighting systems maintenance identification scheme.

Where existing roadway lighting circuit sources (services, load centers, etc.) are being removed, the Design-Build Firm shall either:

1. Provide a new load center per current codes and all applicable criteria.
2. Identify an existing load center capable of feeding the existing and proposed lighting while meeting all current codes and all applicable criteria.

All modified load centers shall comply with all applicable criteria and shall be in like new condition.

Existing light poles, luminaire arms, luminaires, and load centers identified for removal shall be coordinated with the Local Agency as to whether these features will become the property of Design-Build Firm or salvaged, transported, and delivered to the Local Agency for future use.

The Design-Build Firm shall perform detailed field reviews. Review and document all lighting (poles/luminaires, sign luminaires, etc.), circuiting, load centers, service points, utility transformers, etc., within the limits of lighting construction. This review includes: conductors, conduit, grounding, enclosures, voltages, mounting heights, pullboxes, etc. This review also includes circuits outside the limits of lighting construction that originate or touch this Project’s scope of work.

All deficiencies within the limits of lighting construction shall be identified and corrected. Deficiencies outside the limits of lighting construction shall be brought to the attention of the Local Agency.

After the field reviews are completed, a list of all damaged and/or non-functioning equipment shall be documented and forwarded to the Local Agency prior to the start of construction. All damaged and/or non-functioning equipment within the limits of lighting construction are required to be replaced or repaired to meet all applicable criteria and shall be in like-new condition.

Where new electrical services are required, the Design-Build Firm shall coordinate the final locations of distribution transformer and service pole to minimize service and branch circuit conductors and conduit lengths. Preliminary electrical service locations have been coordinated with and provided by ***[Note to RFP Developer: Insert Utility Provider(s)]***. The preliminary electrical service locations are shown in/on ***[Note to RFP Developer: Provide location].*** Each service point shall be separately metered.

The Design-Build Firm shall comply with the requirements of each jurisdictional authority within the Project limits. Compliance with the jurisdictional authority includes but is not limited to: field reviews, technical meetings, special deliverable, etc. It is the Design-build Firm’s responsibility to verify and comply with all jurisdictional authority’s requirements.

1. Technical Proposal Requirements:

*Note to developer of the RFP: This section as written may not be applicable to the Local Agency or the project. As a result, this section is subject to review by the Local Agency to verify it is appropriate.*

1. General:

Each Design-Build Firm being considered for this Project is required to submit a Technical Proposal. The Proposal shall include sufficient information to enable the **Local Agency** to evaluate the capability of the Design-Build Firm to provide the desired services for the Project.

1. Submittal Requirements:

The Technical Proposal shall be bound with tabs labeled for each Section and comply with the information, paper size and page limitation requirements as listed below:

A copy of the “Written Technical Proposal” must also be submitted electronically in PDF format. The format shall be in Microsoft Word and the file saved in .html or PDF format and must include Bookmarks for each Section. No macros will be allowed. Minimum font size of ten (10) shall be used. Times New Roman shall be the required font type. Graphics, tables, charts and photographs not embedded as part of the text of the Technical Proposal shall be held to a maximum of 5 pages and will be considered as part of the total page count of the Technical Proposal.

The maximum number of pages for the Technical Proposal shall be (***Note to developer of the RFP*:** ***Max 15***) XX typed pages. Paper size shall be 8½” x 11”, additional larger charts and graphs may be provided if folded neatly to 8½” x 11”.

Submit the Technical Proposal electronically in PDF format to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The minimum information to be included:

Section 1: Written Technical Proposal

* Approach and Understanding of the Project:

Present a plan for completing the specified work. The plan should address all significant design and construction issues and constraints and should demonstrate efficient use of manpower, materials, equipment, construction schemes, and techniques for completing the project. Coordination with the **Local Agency** on public involvement, railroad encroachments, affected utilities shall also be discussed in this section.

* Staffing:
* Contractor Name & Applicable Prequalification Work Classes:
* Construction Project Manager:
* Construction Superintendant:
* Consulting Engineer Name and Applicable Prequalified Work Types:
* Subconsultant Name(s) and Applicable Prequalified Work Types:
* Design Project Manager:
* Design Engineer of Record:
* MOT Certified Designer:
* Specification Package Technician
* Utility Coordination Manager
* Responsible Office:

Design-Build Firms being considered for this Project may have more than one office location. The office assigned responsibility for the work shall be identified in the Technical Proposal. If different elements of the work will be done at different locations, those locations shall be listed.

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 Section 2: Proposed Schedule

* Identify if the Schedule is based on Calendar or Working Days
* The minimum information to be included in the summary schedule of anticipated major milestones and their associated phasing as follows:

 Anticipated Award Date

 Design Schedule

 Design Reviews by the **Local Agency**

 Geotechnical Investigations

 Permitting

 Start of Construction

 Construction Milestones

 Construction Phasing and major MOT shifts

 Utility Relocations

 Structure Completion Date

 Final Completion Date for all Work

1. Evaluation Criteria:

***Note to developer of the RFP: The Local Agency shall insert appropriate language in this section.***

The **Local Agency** shall open all Bids received at a public Bid opening on the date found in Section II of this document. The **Local Agency** Technical Review Committee will review the Technical Proposal of the lowest Bidder. The Technical Review Committee will then establish if the Technical Proposal is responsive or non-responsive based on the criteria described in this document. If the Proposal is responsive, that Design-Build Firm will be awarded the Project. If the Proposal is found to be non-responsive, the **Local Agency** Technical Review Committee will review the Technical Proposal of the next lowest Bidder and establish if the Technical Proposal is responsive or non-responsive based on the criteria described in this RFP and so on.

1. Final Selection Process:

The Project shall be awarded to the responsive Bidder with the lowest Price Proposal.

1. BID PROPOSAL REQUIREMENTS.
2. Bid Price Proposal:

Bid Price Proposals shall be submitted on the Bid Blank form attached hereto and shall include one lump sum Price for the Project within which the Proposer will complete the Project. The lump sum Price shall include all costs for all design, geotechnical surveys, architectural services, engineering services, Design-Build Firms quality plan, construction of that portion of the Project, and all other work necessary to fully and timely complete that portion of the Project in accordance with the Contract Documents, as well as all job site and home office overhead, and profit, it being understood that payment of that amount for that portion of the Project will be full, complete, and final compensation for the work required to complete that portion of the Project. One (1) hard copy and two (2) digital copies of the Price Proposal shall be hand delivered in a separate sealed package to the following:

The package shall indicate clearly that it is the Price Proposal and shall identify clearly the Proposer’s name, contract number, project number, and Project description. The Bid Price Proposal shall be secured and unopened until the date specified for opening of Price Proposals.