B. Department Responsibility

The Department 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 Department will provide Project 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 Department shall have oversight, review, and approval authority of the permitting process.

The Department will determine the environmental impacts and coordinate with the appropriate agencies during the preparation of NEPA or SEIR Reevaluations.

II. Schedule of Events.

Below is the current schedule of the events that will take place in the procurement process. The Department reserves the right to make changes or alterations to the schedule as the Department 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 Department, 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.

Date	Event
January 8, 2021	Planned Advertisement
February 8, 2021	Official Advertisement
March 1, 2021	Letters of Interest for Phase I of the procurement process due in District Office by 5:00 pm local time
March 15, 2021	Proposal Evaluators submit Letter of Interest Scores to Contracting Unit
March 18, 2021	Contracting Unit provides Letter of Interest scores and Proposal Evaluators comments to Selection Committee
April 12, 2021	Public Meeting of Selection Committee to review and confirm Letter of Interest scores 10:00 am local time
April 12, 2021	Shortlist Posting Date
April 19, 2021	Final RFP provided to Design-Build Firms continuing to Phase II of the procurement process
April 26, 2021	Mandatory Pre-Proposal meeting at 10:00 am local time. All Utility Agency/Owners that the Department contemplates an adjustment, protection, or relocation is possible are to be invited to the Mandatory Pre-Proposal Meeting. Meeting will be in person or virtual as determined by the Department.
April 27 and 28, 2021	Utility Pre-Proposal Meetings facilitated by the District Utility Engineer from 8:30 am to 4:30 pm local time. Meetings will be in person or virtual as determined by the Department.

April 29, 2021	Deadline for Design-Build Firm to request participation in One-on-One Alternative Technical Concept Discussion Meeting No. 1 5:00 pm local time
May 5, 2021	Deadline for Design-Build Firm to submit preliminary list of Alternative Technical Concepts prior to One-on-One Alternative Technical Concept Discussion Meeting No. 1 5:00 pm local time
May 10, 2021	One-on-One Alternative Technical Concept Discussion Meeting No. 1. 90 Minutes will be allotted for this Meeting. Meeting will be in person or virtual as determined by the Department.
May 17, 2021	Deadline for submittal of Alternative Technical Concept Proposals 5:00 pm local time.
May 17, 2021	Final deadline for submission of requests for Design Exceptions 5:00 pm local time
May 24, 2021	Addendum issued for approved Design Exceptions. 5:00 pm local time
May 27, 2021	Deadline for Design-Build Firm to request participation in One-on-One Alternative Technical Concept Discussion Meeting No. 2 5:00 pm local time
June 1, 2021	Deadline for Design-Build Firm to submit preliminary list of Alternative Technical Concepts prior to One-on-One Alternative Technical Concept Discussion Meeting No. 2 5:00 pm local time
June 2, 2021	One-on-One Alternative Technical Concept Discussion Meeting No. 2. 60 Minutes will be allotted for this Meeting. This ATC meeting is for continuing discussion on ATCs submitted prior to for which the Department requested additional information and were not approved or for new ATCs that are a direct response to an Addendum issued on or after May 10, 2021. Meeting will be in person or virtual as determined by the Department.
June 7, 2021	Deadline for submittal of Alternative Technical Concept Proposals for which the Department requested additional information and were not approved or for new ATCs that are a direct response to an Addendum issued on or after May 10, 2021. Deadline is 5:00 pm local time.
June 17, 2021	DDE completes review of ATCs and notifies Design-Build Firms.
June 29, 2021	Deadline for submittal of questions, for which a response is assured, prior to the submission of the Technical Proposal. All questions shall be submitted to the Pre-Bid Q&A website.
July 9, 2021	Deadline for the Department to post responses to the Pre-Bid Q&A website for questions submitted by the Design-Build Firms prior to the submittal of the Technical Proposal.
July 21, 2021	Technical Proposals due in District Office by 5:00 p.m. local time
July 21, 2021	Deadline for Design-Build Firm to “opt out” of Technical Proposal Page Turn meeting.
July 29, 2021	Technical Proposal Page Turn Meeting. 30 Minutes will be allotted for this Meeting.
August 11, 2021	Question and Answer Written Reponses. Deadline for the Department to provide a list of questions/clarifications for the Design-Build Firm to answer.

August 18, 2021	Deadline for submittal of Question and Answer Written Responses to the Department's questions/clarifications from the Design-Build Firm. 5:00 pm local time
August 25, 2021	Deadline for submittal of follow up questions to previously submitted Question and Answer Written Responses to the Department's questions/clarifications from the Design-Build Firm. 5:00 pm local time
September 1, 2021	Deadline for submittal of Question and Answer Written Responses to the Department's follow up questions. 5:00 pm local time.
September 1, 2021	Deadline for submittal of questions, for which a response is assured, prior to the submission of the Price Proposal. All questions shall be submitted to the Pre-Bid Q&A website.
September 7, 2021	Deadline for the Department to post responses to the Pre-Bid Q&A website for questions submitted by the Design-Build Firms prior to the submittal of the Price Proposal.
September 7, 2021	Deadline for the Design-Build Firm to submit a written statement per Section III. Threshold Requirements, F. Question and Answer Written Responses
September 13, 2021	Price Proposals due in District Office by 10:00 am local time.
September 13, 2021	Public announcing of Technical Scores and opening of Price Proposals at 11:00 am local time**.** Meeting will be in person or virtual as determined by the Department.
September 20, 2021	Public Meeting Date of Selection Committee to determine intended Award
September 20, 2021	Final Selection Posting Date
September 27, 2021	Anticipated Award Date
October 6, 2021	Anticipated Execution Date

III. Threshold Requirements.

A. Qualifications

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.

B. Joint Venture Firm

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 Letters of Interest.

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.