

NOTICE TO CONTRACTORS  
OFFICE OF THE STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION  
801 N. BROADWAY AVENUE  
BARTOW, FLORIDA 33830

**December 6, 2011**

District Procurement Office  
District One

**ADDENDUM NUMBER TWO**

PROJECT DESCRIPTION: Mast Arm Replacement and Repair Projects  
FINANCIAL PROJECT NO.: 430141-1-52-01 & 430138-1-52-01  
COUNTY: Charlotte and Sarasota Counties  
CONTRACT NO.: E1J49

The following is a list of the revisions made to the Request for Proposal Package.

| Request For Proposal | Page |                                                                                                                                                                                                                                                    |
|----------------------|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                      | 3    | Section II, Schedule of Events, <i>deleted the Question and Answer Session on December 9, 2011.</i>                                                                                                                                                |
|                      | 22   | Section VI. Design and Construction Criteria, A. General, paragraph five, number 3. Added the following sentence; <i>All internally illuminated signs shall be new. Existing internally illuminated signs will not be allowed to be relocated.</i> |

Attached to this Addendum is a revised copy of the Request for Proposal package (dated December 6, 2011).

Acknowledge receipt of Addendum Number Two in the space provided on the proposal.

Felipe Alvarez

*Felipe Alvarez*

Design Build Administrator

**PLEASE SIGN BELOW IN RECEIPT OF THIS NOTICE AND ADDITIONAL DOCUMENTS ANNOTATED ABOVE.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

Contract No. E1J49  
Addendum No. 02

430138-1-52-01 & 430141-1-52-01  
December 6, 2011



*Florida Department of Transportation  
District I*

**DESIGN/BUILD  
REQUEST FOR PROPOSAL**

**For**

*Mast Arm Replacement and Repair Projects,  
Charlotte and Sarasota County*

**Financial Projects Number(s): 430141-1-52-01 & 430138-1-52-01**

**Federal Aid Project Number(s): N/A and N/A**

**Contract Number: E1J49**

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## **ATTACHMENTS**

Division I Design/Build Specifications  
Value Added Specifications  
Utility Permitting Process for Design/Build Process

The attachments listed in the table of contents are by this reference hereby incorporated into and made a part of this RFP as though fully set forth herein.

## **OTHER DOCUMENTS**

The following documents are being provided with this RFP. Except as specifically set forth in the body of this RFP, these documents are being provided for general information only. They are not being incorporated into and are not being made part of the RFP, the contract documents or any other document that is connected or related to this project except as otherwise specifically stated herein. No information contained in these documents shall be construed as a representation of any field condition or any statement of facts upon which the Design/Build Firm can rely upon in performance of this contract. All information contained in these other documents must be verified by a proper factual investigation. The bidder agrees that by accepting copies of the documents, any and all claims for damages, time or any other impacts based on the documents are expressly waived.

*Existing Foundation Information*  
*Survey Information*  
*Right of Way Information*  
*Utility Information*

## I. Introduction.

The Florida Department of Transportation (Department) has issued this Request for Proposal (RFP) to solicit competitive bids and proposals from Proposers for Mast Arm Replacement, Mast Arm Repairs and Rehabilitation as described below.

### Description of Work

#### FPID 430138-1, SR 776 (Englewood Road) in Sarasota County.

The mast arm assemblies at the intersections listed below require replacement, repairs and rehabilitation as noted:

@ Hosmer Avenue

Replace two mast arm assemblies;

1. Single Mast Arm in the southeast quadrant,
2. Double Mast Arm in the northwest quadrant.

@ Virginia Court

Replace four Single Mast Arm assemblies,

@ SR 777 (Dearborn Street)

Replace four Single Mast Arm assemblies,

@ Englewood Isles Parkway;

Replace four Single Mast Arm assemblies,

@ Fredan Street/Overbook Road

Replace two Single Mast Arm assemblies,

@ Manasota Beach Road;

Install washers and jam nuts above the base plate on anchor bolts at each foundation;

1. Single Mast Arm in the southwest quadrant,
2. Single Mast Arm in the northeast quadrant.

#### FPID 430141-1, US 17 in Punta Gorda, Charlotte County

The mast arm assemblies at the intersections listed below require replacement, repairs and rehabilitation as noted:

US 17 (E. Olympia Avenue)

@ Taylor Street

Replace three Single Mast Arm assemblies,

@ US 41 (Cross Street)

Replace two Single Mast Arm assemblies,

@ Nesbit Street

Install washers and jam nuts above the base plate on anchor bolts at each foundation;

1. Single Mast Arm in the southwest quadrant,
2. Single Mast Arm in the northwest quadrant,
3. Single Mast Arm in the southeast quadrant.

@ Cooper Street

Replace three Single Mast Arm assemblies.

US 17 (Marion Avenue)

@ Marlympia Way

Replace three Single Mast Arm assemblies.

Replace mast arm assemblies will include furnishing and installing galvanized steel mast arm(s), Traffic Control Signal Devices and other equipment and materials used in the construction of signalized intersections, including, but not limited to, the following items;

- Galvanized Steel Mast Arm Assemblies including foundations,
- Traffic Signals and back plates including their hanging or mounting devices,
- Conduit and Cable,
- Loops,
- Pull and Junction Boxes,
- Vehicle Detection Systems (loops, sealant, amplifier, lead-in wire or cable, etc.),
- Pedestrian Signals (signal, push button, push button housing, lead-in wires, mounting hardware, etc.)
- Pedestrian Detector Assembly,
- Electrical Power Service Assemblies, Wires and Disconnects,
- Grounding for protection against faults, surge currents and lightning transients,
- Traffic Controller Assemblies,
- Internally Illuminated Signs,
- Removal of Existing Traffic Signal Equipment including Poles and Foundations (Deep),
- Temporary Traffic Control,
- Replacement of any disturbed landscaping,
- Replacement of lighting,
- Replacement of any disturbed ITS or ATMS equipment,
- Integration of any replaced ITS or ATMS equipment.

**A. Design/Build Responsibility**

The Design/Build Firm shall be responsible for survey, geotechnical investigation, design, acquisition of all permits not acquired by the Department, any required modification of permits acquired by the Department, maintenance of traffic, demolition, and construction on or before the project completion date indicated in the Technical Proposal. The Design/Build Firm will coordinate all utility relocations.

The Design and Construction Criteria (Section VI) 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 environmental permitting agencies, and the public.

The Design/Build Firm shall demonstrate good project management practices while working on this project. These include communication with the Department and others as necessary, management of time and resources, and documentation.

The Design/Build Firm shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of all persons employed by the Design/Build Firm during the term of the Contract to perform employment duties within Florida and all persons, including subcontractors, assigned by the Design/Build Firm to perform work pursuant to the contract with the Department.

## **B. Department Responsibility**

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

## **II. Schedule of Events.**

Below is the current schedule of the remaining events that will take place in the selection 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.

| <b>Date</b>               | <b>Event</b>                                                                                                                                                                                                 |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>September 26, 2011</u> | Pre-proposal meeting at 9:30 a.m. local time in D1 Headquarters, 801 N. Broadway Avenue, Bartow, Florida, 33830. All impacted Utility Agency/Owners are to be invited to the mandatory Pre-proposal meeting. |
| <u>October 11, 2011</u>   | Final deadline for submission of questions/information                                                                                                                                                       |
| <u>November 8, 2011</u>   | Technical Proposals due in District Office by 4:00 p.m. local time                                                                                                                                           |
| <u>December 15, 2011</u>  | Price Proposals due in District Office by 2:00 p.m. local time.                                                                                                                                              |
| <u>December 15, 2011</u>  | Public announcing of Technical Scores and opening of Price Proposals at 2:00 p.m. local time in D1 Headquarters, 801 N. Broadway Avenue, Bartow, Florida 33830.                                              |
| <u>December 20, 2011</u>  | Public Meeting of Selection Committee to determine intended Award                                                                                                                                            |
| <u>December 20, 2011</u>  | Posting of the Department's intended decision to Award (will remain posted for 3 work-days.                                                                                                                  |
| <u>December 27, 2011</u>  | Anticipated Award Date                                                                                                                                                                                       |
| <u>February 9, 2012</u>   | 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, Florida Administrative Code. 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.

### **C. Price Proposal Guarantee**

A bid guaranty in an amount of not less than five percent of the total bid amount shall accompany each Proposer's Price Proposal. The guaranty may, at the discretion of the Proposer, be in the form of a cashier's check, bank money order, bank draft of any national or state bank, certified check, or surety bond, payable to the Department. The surety on any bid bond shall be a company recognized to execute bid bonds for contracts of the State of Florida. The guaranty shall stand for the Proposer's obligation to timely and properly execute the contract and supply all other submittals due therewith. The amount of the guaranty shall be a liquidated sum, which shall be due in full in the event of default, regardless of the actual damages suffered. The bid guaranty of all Proposers' shall be released at such time as the successful Proposer has complied with the condition stated herein, but not prior to that time.

### **D. Pre-Proposal Meeting**

Attendance at the pre-proposal meeting is mandatory and any short listed Proposer who fails to attend will be deemed non-responsive and automatically disqualified from further consideration. The purpose of this meeting is to provide a forum for all concerned parties to discuss the proposed project, answer questions on the design and construction criteria, CPM schedule, and method of compensation, instructions for submitting proposals, and other relevant issues. In the event that any discussions or questions at the pre-proposal meeting require, in the Department's opinion, official additions, deletions, or clarifications of the Request for Proposal, the Design and Construction Criteria, or any other document, the Department will issue a written summary of questions and answers or an addendum to this Request for Proposals as the Department determines is appropriate. No oral representations or discussions, which take place at the pre-proposal meeting, will be binding on the Department. FHWA will be invited on oversight projects, in order to discuss the project in detail and to clarify any concerns. Proposers shall direct all questions to the Departments Question and Answer website: <http://www2.dot.state.fl.us/construction/bidquestionmain.asp>.

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 Department relating to the project prior to the information cutoff date, the Department 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 Contracting Unit or the Project Manager.

### **E. Question and Answer Session**

The Department may meet with each Proposer, formally, for a Question and Answer session. FHWA shall be invited on FA Oversight Projects. The purpose of the Q & A session is for the Technical Review Committee to seek clarification and ask questions, as it relates to the Technical Proposal, of the Proposer. The Q & A session will occur a minimum of two (2) weeks after the date the Technical Proposal are due, and be part of the Overall Technical Proposal Scoring. The Proposers shall be given a minimum of one (1) week after the Q & A session to submit their Price Proposal. The Department may terminate the Q & A session promptly at the end of the allotted time. The Department may tape record or videotape all or part of the Q & A session. The Q & A session will not constitute "discussions" or negotiations. Proposers

will not be permitted to ask questions of the Department except to ask the meaning of a clarification question posed by the Department. Within one (1) week of the Q & A session, the Design/Build Firm shall submit to the Department a written clarification letter summarizing the answers provided during the Q & A session. The Design/Build Firm shall not include information in the clarification letter which was not discussed during the Q&A session. In the event the Design/Build Firm includes additional information in the clarification letter which was not discussed during the Q&A session and is not otherwise included in the Technical Proposal, such additional information will not be considered by the Department during the evaluation of the Technical Proposal. No additional time will be allowed to research answers.

The Department will provide some (not necessarily all) proposed questions to each Design/Build Firm as it relates to their technical proposal approximately 24 hours before the scheduled Q & A session. No supplemental materials, handouts, etc. will be allowed to be presented in the Q & A session.

#### **F. Protest Rights**

Any person who is adversely affected by the specifications contained in this Request for Proposal must file a notice of intent to protest in writing within seventy-two hours of the receipt of this Request for Proposals. The formal written protest shall be filed within ten days after the date of the notice of protest if filed. The person filing the Protest must send the notice of intent and the formal written protest to:

Clerk of Agency Proceedings  
Department of Transportation  
605 Suwannee Street, MS 58, Room 562  
Tallahassee, Florida 32399-0458

The formal written protest must state with particularity the facts and law upon which the protest is based and be legible, on 8 ½ x 11-inch white paper and contain the following:

1. Name, address, telephone number, and Department identifying number on the Notice, if known, and name, address and telephone number of a representative, if any; and
2. An explanation of how substantial interest will be affected by the action described in the Request for Proposals; and
3. A statement of when and how the request for Proposals was received; and
4. A statement of all disputed issues of material fact. If there are none, this must be indicated; and
5. A concise statement of the ultimate facts alleged, as well as the rules and statutes, which entitle to relief; and
6. A demand for relief; and
7. Conform to all other requirements set out in Florida Statutes (F.S.), Chapter 120 and F.A.C., Chapter 28-106, including but not limited to Section 120.57 F.S. and Rules 28-106.301, F.A.C., as may be applicable.

A formal hearing will be held if there are disputed issues of material fact. If a formal hearing is held, this matter will be referred to the Division of Administrative Hearings, where witnesses and evidence may be presented and other witnesses may be cross-examined before an administrative law judge. If there are no disputed issues of material fact, an informal hearing will be held, in which case the person filing the protest will have the right to provide the Department with any written documentation or legal arguments which they wish the Department to consider.

Mediation pursuant to Section 120.573, F.S., may be available if agreed to by all parties, and on such terms as may be agreed upon by all parties. The right to administrative hearing is not affected when mediation does not result in a settlement.

Failure to file a protest within the time prescribed in Section 120.57(3), F.S., shall constitute a waiver of proceedings under Chapter 120, F.S.

### **G. 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 Comptroller General's List of Ineligible Design/Build Firms for Federally Financed or Assisted Projects.

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

### **H. Waiver of Irregularities**

The Department 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 Department'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. The Department, at their discretion, may elect to consider those variations in awarding points to the proposal rather than rejecting the entire proposal.
3. In no event will any such elections by the Department 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 Department 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.

**I. 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.

**J. Department's Responsibilities**

This Request for Proposal does not commit the Department to make studies or designs for the preparation of any proposal, nor to procure or contract for any articles or services. Proposers 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 Department's Project Manager.

The Department does not guarantee the details pertaining to borings, as shown on any documents supplied by the Department, to be more than a general indication of the materials likely to be found adjacent to holes bored at the site of the work, approximately at the locations indicated. Proposers shall examine boring data, where available, and make their own interpretation of the subsoil investigations and other preliminary data, and shall base his bid on his own opinion of the conditions likely to be encountered. The submission of a proposal is prima facie evidence that the Proposer has made an examination as described in this provision.

**K. Design/Build Contract**

The Department 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 Department 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 (time and cost) is to be a lump sum bid for completing the scope of work detailed in the Request for Proposal.

**L. Design/Build contract Method of compensation and Funding (Not Applicable to this Project)**

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

**A. DBE Availability Goal Percentage:**

The Department of Transportation has an overall eight point one eight percent (8.60%) race-neutral DBE goal. This means that the State's goal is to spend at least 8.60% of the highway dollars with Certified DBE's as prime Design/Build Firms or as subcontractors. Race-neutral means that the Department believes that the 8.60% overall goal can be achieved through the normal competitive procurement process. The Department has reviewed this project and assigned a DBE availability goal shown on the bid blank/contract front page under "% DBE Availability Goal". Although not a contract requirement, the Department believes that this DBE percentage can realistically 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 8.60% goal is not achieved, the Department may be required to return to a race-conscious program where goals are imposed on individual contracts. The Department encourages all of our Design/Build Firms to actively pursue obtaining bids and quotes from Certified DBE's.

**B. Anticipated DBE Participation Statement:**

The Department is reporting to the Federal Highway Administration the planned commitments to use DBE's. This information is being collected through the Anticipated DBE Participation Statement. This statement shall be submitted to the District Contract Compliance Manager/ Resident Compliance Officer who will then submit it electronically to the Equal Opportunity Office. Although these statements WILL NOT become a mandatory part of the contract, they will assist the Department in tracking and reporting planned or estimated DBE utilization.

**C. Equal Opportunity Reporting System:**

The Design/Build Firm is required to report monthly, through the Department's Equal Opportunity Reporting System on the Internet at, <http://www.dot.state.fl.us/equalopportunityoffice/> actual payments, minority status, and the work type of all subcontractors and suppliers. All DBE payments must be reported whether or not the prime initially planned to utilize the company. Each month the prime must report actual payments to all DBE and MBE subcontractors and suppliers. In order for the race neutral DBE Program to be successful, cooperation is imperative.

**D. 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 Provider for the State of Florida is serviced by Blackmon Roberts Group and can be reached at (863) 802-1280 in Lakeland or (305) 777-0231 in Coral Gables.

**E. DBE Affirmative Action Plan:**

A DBE Affirmative Action Plan must be approved and on file with the Equal Opportunity Office prior to award of the contract for each prime Design/Build Firm. Update and resubmit the plan every three years. No Contract will be awarded until the Department approves the plan. The DBE Affirmative Action Plan must be on your company's letterhead, signed by a company official, dated and contain all elements of an effective DBE Affirmative Action Plan. These Plans should be mailed to:

Florida Department of Transportation  
Equal Opportunity Office  
605 Suwannee Street, MS 65  
Tallahassee, FL 32399-0450

Questions concerning the DBE Affirmative Action Plan may be directed to the Equal Opportunity Office by calling (850) 414-4747.

**F. 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.

On the Bidders Opportunity Form if the answers to numbers 2, 3, 4, or 5 are not known, leave them blank and the Department will complete the information. This information should be returned with the bid package or proposal package or submitted to the Equal Opportunity Office within three days of submission. It can be mailed to the Equal Opportunity Office or faxed to (850) 414-4879.

**V. PROJECT REQUIREMENTS AND PROVISIONS FOR WORK.**

**A. Governing Regulations:**

The services performed by the Design/Build Firm shall be in compliance with all applicable Manuals and Guidelines including the 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 Department 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), Design Standards and Design Standards Modifications. 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, Design Standards and Design Standard Modifications in effect at the time the bid price proposals are due in the District 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 Roadway Plans Preparation Manuals  
<http://www.dot.state.fl.us/rddesign/PPMManual/PPM.shtm>
2. Florida Department of Transportation Design Standards  
<http://www.dot.state.fl.us/rddesign/DesignStandards/Standards.shtm>
3. Florida Department of Transportation Standard Specifications for Road and Bridge Construction (Divisions II & III), Special Provisions and Supplemental Specifications  
<http://www.dot.state.fl.us/specificationsoffice/Default.shtm>
4. Florida Department of Transportation Surveying Procedure  
<http://www2.dot.state.fl.us/proceduraldocuments/procedures/bin/550030101.pdf>
5. Florida Department of Transportation EFB User Guide (Electronic Field Book)  
<http://www.dot.state.fl.us/surveyingandmapping/downloads.shtm>
6. Florida Department of Transportation Drainage Manual  
<http://www.dot.state.fl.us/rddesign/dr/Manualsandhandbooks.shtm>
7. Florida Department of Transportation Soils and Foundations Handbook  
<http://www.dot.state.fl.us/structures/Manuals/SFH.pdf>
8. Florida Department of Transportation Structures Manual  
<http://www.dot.state.fl.us/structures/manlib.shtm>
9. Florida Department of Transportation Computer Aided Design and Drafting (CADD) Production Criteria Handbook Roadway Standards  
<http://www.dot.state.fl.us/ecso/downloads/publications/CriteriaHandBook/>
10. Florida Department of Transportation Production Criteria Handbook CADD Structures Standards  
<http://www.dot.state.fl.us/ecso/downloads/publications/CriteriaHandBook/>
11. Florida Department of Transportation Structures Manual including Temporary Structures Design Bulletins  
<http://www.dot.state.fl.us/structures/Memos/currentbulletins.shtm>
12. Instructions for Structures Related Design Standards  
<http://www.dot.state.fl.us/structures/IDS/IDSportal.pdf>
13. AASHTO – A Policy on Geometric Design of Highways and Streets  
[https://bookstore.transportation.org/item\\_details.aspx?ID=110](https://bookstore.transportation.org/item_details.aspx?ID=110)
14. MUTCD - 2009  
<http://mutcd.fhwa.dot.gov/>
15. Safe Mobility For Life Program Policy Statement  
<http://www2.dot.state.fl.us/proceduraldocuments/procedures/bin/000750001.pdf>
16. Traffic Engineering and Operations Safe Mobility for Life Program  
<http://www.dot.state.fl.us/trafficoperations/Operations/SafetyisGolden.shtm>
17. American with Disabilities Act  
<http://www2.dot.state.fl.us/proceduraldocuments/procedures/bin/625020015.pdf>
18. Florida Highway Landscape Guide  
<http://www.dot.state.fl.us/emo/beauty/landscap.pdf>

19. Florida Department of Transportation Florida Sampling and Testing Methods  
<http://www.dot.state.fl.us/statematerialsoffice/administration/resources/library/publications/fstm/disclaimer.shtm>
20. Florida Department of Transportation Pavement Coring and Evaluation Procedure  
<http://www.dot.state.fl.us/statematerialsoffice/administration/resources/library/publications/materialsmanual/documents/v1-section32-clean.pdf>
21. Florida Department of Transportation District Design Guidelines  
<http://www.dot.state.fl.us/rddesign/updates/files/updates.shtm>
22. Florida Department of Transportation District Design Memos or Practices Manual (as applicable)  
<http://www2.dot.state.fl.us/fdotd1erc/SFiles.aspx>  
<http://www.dot.state.fl.us/ecso/downloads/publications/DistrictOnePractices/default.shtm>  
; password: firstdistrict  
<ftp://ftp.dot.state.fl.us/fdot/d1/traffops/Signal%20Design%20Updates/>  
<ftp://ftp.dot.state.fl.us/fdot/d1/traffops/Signing%20and%20Marking/>
23. Florida Department of Transportation Utility Accommodation Manual  
<http://www.dot.state.fl.us/rddesign/utilities/UAM.shtm>
24. AASHTO – Specifications for Highway Bridges  
[https://bookstore.transportation.org/category\\_item.aspx?id=BR](https://bookstore.transportation.org/category_item.aspx?id=BR)
25. Florida Department of Transportation Construction Project Administration Manual  
<http://www.dot.state.fl.us/construction/Manuals/cpam/CPAMManual.shtm>
26. Florida Department of Transportation Flexible Pavement Design Manual  
<http://www.dot.state.fl.us/pavementmanagement/PUBLICATIONS.shtm>
27. Florida Department of Transportation Rigid Pavement Design Manual  
<http://www.dot.state.fl.us/pavementmanagement/PUBLICATIONS.shtm>
28. Florida Department of Transportation Pavement Type Section Manual  
<http://www.dot.state.fl.us/pavementmanagement/PUBLICATIONS.shtm>
29. Florida Department of Transportation Right of Way Manual  
<http://www.dot.state.fl.us/rightofway/Documents.shtm>
30. Florida Department of Transportation Intelligent Transportation System Guide Book  
[http://www.dot.state.fl.us/TrafficOperations/Doc\\_Library/Doc\\_Library.shtm](http://www.dot.state.fl.us/TrafficOperations/Doc_Library/Doc_Library.shtm)
31. 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>
32. Florida Department of Transportation Bicycle and Pedestrian Policies and Standards  
[http://www.dot.state.fl.us/safety/ped\\_bike/ped\\_bike\\_standards.shtm](http://www.dot.state.fl.us/safety/ped_bike/ped_bike_standards.shtm)
33. Federal Highway Administration Hydraulic Engineering Circular Number 18 (HEC 18).  
[http://www.fhwa.dot.gov/engineering/hydraulics/library\\_arc.cfm?pub\\_number=17](http://www.fhwa.dot.gov/engineering/hydraulics/library_arc.cfm?pub_number=17)
34. Florida Department of Transportation Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways  
<http://www.dot.state.fl.us/rddesign/FloridaGreenbook/FGB.shtm>

35. **Florida Statutes**  
<http://www.leg.state.fl.us/Statutes/index.cfm?Mode=View%20Statutes&SubMenu=1&Tab=statutes&CFID=14677574&CFTOKEN=80981948>
36. Minimum Specifications for Traffic Control Signal Devices  
[http://www.dot.state.fl.us/trafficoperations/Traf\\_Sys/terl/apl4.shtm](http://www.dot.state.fl.us/trafficoperations/Traf_Sys/terl/apl4.shtm)
37. Florida Department of Transportation Traffic Engineering Manual  
<http://www.dot.state.fl.us/trafficoperations/Operations/Studies/TEM/TEM.shtm>
38. FDOT – District One Signal Design Updates  
<ftp://ftp.dot.state.fl.us/fdot/d1/traffops/> - Signal Design Updates Folder

**B. 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 Department policies. Innovation should be limited to Design/Build Firm's means and methods, roadway alignments, approach to project, etc.

**C. Geotechnical Services:**

**1. General Conditions:**

The Design/Build Firm will be responsible for identifying and performing any geotechnical investigation, analysis, and design dictated by the project needs. All geotechnical work necessary shall be performed in accordance with the governing regulations.

The Design/Build Firm shall provide the Department signed and sealed design and construction reports. The reports shall be a record set of all geotechnical information, including relevant support data.

**2. Pile Foundations (*Not Applicable to this Project*)**

**3. Drilled Shaft Foundations for Bridges and Major Structures (*Not Applicable to this Project*)**

**4. Drilled Shaft Foundations for Miscellaneous Structures**

The Design-Build Firm is responsible for identifying and performing all geotechnical investigation, analysis, and design required for the project in accordance with FDOT guidelines, procedures, and specifications. The Design-Build Firm shall employ geotechnical and drilled shaft testing consultants with the following minimum qualifications:

- Use professional engineers registered in the State of Florida with at least 3 years of post-registration experience in drilled shaft foundation design and construction.
- The drilled shaft installation shall be supervised and certified by the Geotechnical Foundation Design Engineer of Record. These services shall include providing

CTQP-qualified Drilled Shaft Inspectors in the numbers necessary to comply with Department specifications for recording drilled shaft construction records. Provide drilled shaft construction logs to FDOT within 24 hours of completing the shaft.

- Use drilled shaft superintendents in responsible charge of drilling operations experienced in drilled shaft installation and testing in the State of Florida. This “responsible charge” experience shall include at least three (3) FDOT projects with drilled shaft foundations of similar size.

**D. Environmental Permits:**

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

Plans shall be prepared in accordance with Chapter 62-25, Regulation of Storm water Discharge, Florida Administrative Code.

**2. Permits:**

All applicable data shall be prepared in accordance with Chapter 373 and 403, Florida Statutes, Chapters 40 and 62, Florida Administrative Code; Rivers and Harbors Act of 1899, Section 404 of the Clean Water Act, 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. The Design/Build Firm will obtain permits while acting as an authorized representative for the “Department” for permitting purposes only. 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 fees. Any fines levied by permitting agencies shall be the responsibility of the Design/Build Firm.

The Design/Build Firm shall be responsible for an assessment of all potential gopher tortoise habitats that could be impacted by the project. 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 obtaining an FWC permit for the relocation of gopher tortoises and commensals from burrows which cannot be avoided, and relocation shall be performed at a time as close as practicable to the start of construction activities at the site of the burrows. If new burrows are found after relocation, their occupants will also be relocated. A copy of the permit and any subsequent reports to FWC must be provided to the District Environmental Management Office.

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.

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 District Construction Engineer, the Department reserves unto the District Construction Engineer, in his 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 District Construction 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 District Construction Engineer under this provision.

**E. Railroad Coordination: *(Not Applicable to this Project)***

**F. Survey:**

The Design/Build Firm shall perform all surveying and mapping services necessary to complete the project. Survey services must also comply with all pertinent Florida Statutes and applicable rules in the Florida Administrative Code. All surveying and mapping work must be accomplished in accordance with the Department's Surveying Procedure, Topic Nos. 550-030-101; Right-of-Way Mapping Procedure, Topic No. 550-030-015; Aerial Surveying Standards for Transportation Projects Procedure, Topic No. 550-020-002. This work must comply with the Minimum Technical Standards for Professional Surveyors and Mappers, Chapter 5J-17, Florida Administrative Code (F.A.C.), pursuant to Section 472.027, Florida Statutes (F.S.) and any special instructions from the Department. This survey also must comply with the Department of Environmental Protection Rule, Chapter 18-5, F.A.C. pursuant to Chapter 177, F.S., and the Department of Environmental Protection.

**G. Verification of Existing Conditions:**

The Design/Build Firm shall be responsible for verification of existing conditions, including research of all existing Department 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.

*The Design/Build Firm shall inventory all existing intersection components prior to the commencement of final design and construction of intersection upgrades. The Design/Build Firm shall identify all malfunctioning or nonfunctioning components and present a summary of the inventory to the Department prior to the commencement of final design and construction of required intersection upgrades. The local Maintaining Agency shall be responsible for repairing the malfunctioning components. If such testing is not performed and the Department is not advised of faulty components, the Design/Build Firm shall be responsible for all components at the intersection to be working upon Final Acceptance.*

## **H. Submittals:**

### **1. Plans:**

Two sets of plans, one specific to each Financial Project Identification Number (FPID No.) must be created. Plans must meet the minimum contents of a particular phase submittal prior to submission for review. The particular phase of each submittal shall be clearly indicated on the cover sheet. Component submittals must be accompanied by sufficient information for adjoining components or areas of work to allow for proper evaluation of the component under review.

The Design/Build Firm shall provide copies of required review documents as listed below.

#### **90% Component Plans**

- 6 sets of 11" X 17" roadway plans
  - 6 sets of 11" X 17" structure plans
  - 6 sets of 11" X 17" each component set, except ITS plans
  - 6 copies of Final Geotechnical Report
  - 6 sets of documentation – roadway/drainage
  - 6 set of documentation – structures
  - 6 sets of documentation – each component 6 copy of Technical Special Provisions
  - 6 copy of Completed Traffic Signal Checklist (See checklists subfolder in Signal Design Updates folder on <ftp://ftp.dot.state.fl.us/fdot/d1/traffops/>).
- Independent Peer reviewer's comments and comment responses

#### **Final Component Plans**

- 6 sets of 11" X 17" roadway plans
  - 6 sets of 11" X 17" structure plans
  - 6 sets of 11" X 17" each component set,
- 6 sets of final, signed and sealed, documentation  
1 signed and sealed copy of Specifications Package  
2 sets of electronic copies of Technical Special Provisions on CD  
Independent Peer Reviewer's signed and sealed cover letter that all comments have been addressed and resolved.

#### **Construction Set:**

- 1 set of 11"X 17" copies of the signed and sealed plans for the Department to stamp "Released for construction"

Final signed and sealed plans will be delivered to the Department's Project Manager a minimum of 5 working days prior to construction of that component. The Department's Project Manager will send a copy of a final signed and sealed plans to the appropriate office for review and stamping "Released for Construction". Only stamped signed and sealed plans are valid and all work that the Design/Build Firm performs in advance of the Department's release of Plans will be at the Design/Build Firm's risk.

### **Record Set:**

The Design/Build Firm shall furnish to the Department, upon project completion, the following:

- 1 set of 11" X 17" signed and sealed plans
- 5 sets of 11 "X 17" copies of the signed and sealed plans
- 6 sets of final documentation (if different from final component submittal)
- 2 (two) Final Project CD's

The Design/Build Firm's Professional Engineer in responsible charge of the project's design shall professionally endorse (signed and sealed and certified) the record prints, the special provisions and all reference and support documents. The professional endorsement shall be performed in accordance with the Department Plans Preparation Manual.

The Design/Build Firm shall complete the record set as the project is being constructed. The record set becomes the as-builts at the end of the project. All changes shall be signed/sealed by the EOR. The record set shall reflect all changes initiated by the Design/Build Firm or the Department in the form of revisions. The record set shall be submitted on a Final Project CD upon project completion. The CEI shall do a review of the record set prior to final acceptance in order to complete the record set.

The CEI shall certify the final plans as per Section 4.5.7 of Chapter 4 of the Preparation and Documentation Manual (TOPIC No. 700-050-010)

**2. Milestones: (*Not Applicable to this Project*)**

**3. Railroad Coordination: (*Not Applicable to this Project*)**

**I. Contract Duration:**

The Design/Build Firm shall establish the contract duration for the subject project. In no event shall the contract duration exceed **375** calendar days. The schedule supporting the proposed contract duration will be submitted with the Technical Proposal and should identify if the work activity durations are based on calendar days or working days. The Proposed Contract Time (PCT) reflected in the schedule may be amended in the bid proposal. The official PCT will be the one submitted with the Bid Price Proposal.

**J. Project Schedule:**

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 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 Department and FHWA
- Design Review / Acceptance Milestones
- Material Acquisition
- Materials Quality Tracking
- Geotechnical Investigation

- Start of Construction
- Clearing and Grubbing
- Construction Mobilization
- Embankment/Excavation
- Environmental Permit Acquisition
- Foundation Design
- Foundation Construction
- Roadway Design
- Roadway Construction
- Signing and Pavement Marking Design
- Signing and Pavement Marking Construction
- Traffic Signal Design
- Traffic Signal Construction
- Landscape Construction
- Maintenance of Traffic Design
- Maintenance of Traffic Set-Up (per duration)
- Erosion Control
- Additional Construction Milestones as determined by the Design/Build Firm
- Final Completion Date for All Work

The Design/Build Firm's schedule should allow for a fifteen (15) calendar day (excluding Holidays as defined in section 1-3 of the Specifications) review time for the Department's review of all submittals.

**K. 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. Any changes in the indicated personnel shall be subject to review and approval by the Department's Project Manager. The Design/Build Firm shall have available a professional staff that meets the minimum training and experience set forth in Florida Statute Chapter 455.

**L. Meetings and Progress Reporting:**

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

- Department technical issue resolution
- Permit agency coordination
- Local government agency coordination
- Scoping Meetings

During design, the Design/Build Firm shall meet with the Department's Project Manager on a monthly basis 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 Department's 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.

**M. Public Involvement: *(Not Applicable to this Project)***

**N. Quality Management Plan (QMP):**

**1. Design:**

The Design/Build Firm shall be responsible for the professional quality, technical accuracy and coordination of all surveys, designs, drawings, specifications, geotechnical and other services furnished by the Design/Build Firm under this contract.

The Design/Build Firm shall provide a Design Quality Management Plan, which describes the Quality Control (QC) procedures to be utilized to verify, independently check, and review all design drawings, specifications, and other documentation prepared as a part of the contract. In addition the QMP shall establish a Quality Assurance (QA) program to confirm that the Quality Control procedures are followed. The Design/Build Firm shall describe how the checking and review processes are to be documented to verify that the required procedures were followed. The QMP may be one utilized by the Design/Build Firm, as part of their normal operation or it may be one specifically designed for this project. The Design/Build Firm shall submit a QMP within 15 working days of the written Notice to Proceed. A marked up set of prints from the Quality Control review will be sent in with each review submittal. The responsible Professional Engineers or Professional Surveyor that performed the Quality Control review, as well as the QA manager will sign a statement certifying that the review was conducted.

The Design/Build Firm shall, without additional compensation, correct all errors or deficiencies in the surveys, designs, drawings, specifications and/or other services.

No fabrication, casting, or construction will occur until all related design review and shop drawing review comments are resolved.

**2. Construction:**

The Design/Build Firm shall be responsible for developing and maintaining a Construction Quality Control Plan in accordance with Section 105 of Standard Specifications which describes their Quality Control procedures to verify, check, and maintain control of key construction processes and materials.

The sampling, testing and reporting of all materials used shall be in compliance with the Sampling, Testing and Reporting Guide (STRG) provided by the Department. The Design/Build Firm will use the Department's database(s) to allow audits of materials used to assure compliance with the STRG. The Department has listed the most commonly used materials and details in the Department's database. When materials being used are not in the Department's database list, the Design/Build Firm shall use appropriate material details from the STRG to report sampling and testing. Refer to the "Access Instruction for LIMS" for more information on how to gain access to the Department's databases: <http://www.dot.state.fl.us/statematerialsoffice/quality/programs/qualitycontrol/contractor.shtm>

Prepare and submit to the Engineer a Job Guide Schedule (JGS) using the Laboratory Information Management System (LIMS), 21 calendar days prior to commencement of construction. Update the Job Guide Schedule and submit it to the Engineer prior to each monthly progress estimate. The Department may not authorize payment of any progress estimate not accompanied by an up-to-date Job Guide Schedule. Maintain the Job Guide Schedule throughout the project including the quantity placed since the

previous submittal, and total to date quantity and any additional materials placed. Do not commence work activities that require testing until the Job Guide Schedule has been reviewed and accepted by the Engineer. At final acceptance, submit a final Job Guide Schedule that includes all materials used on the project in the same format as the monthly reports.

The Department shall maintain its rights to inspect construction activities and request any documentation from the Design/Build Firm to ensure quality products and services are being provided in accordance with the Department's Materials Acceptance Program.

**O. Liaison Office:**

The Department 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.

**P. Engineers Field Office: *(Not Applicable to this Project)***

**Q. Schedule of Values:**

The Design/Build Firm will be responsible for invoicing the Department based on current invoicing policy and procedure. Invoicing will be based on the completion or percentage of completion of major, well-defined tasks as defined in the schedule of values. Final payment will be made upon final acceptance by the Department of the Design/Build project. Tracking DBE participation will be required under normal procedures according to the CPAM. The Design/Build Firm must submit the schedule of values to the Department for approval. No invoices shall be submitted prior to Department approval of the schedule of values.

Upon receipt of the invoice, the Department'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.

**R. Computer Automation:**

The project shall be developed utilizing computer automation systems in order to facilitate the development of the contract plans. Various software and operating systems were developed to aid in assuring quality and conformance with Department of Transportation policies and procedures. Seed Files, Cell Libraries, User Commands, MDL Applications and related programs developed for roadway design and drafting are available for the MicroStation V8 format in the FDOT CADD Software Suite. However, it is the responsibility of the Design/Build Firm to obtain and utilize current Department releases of all CADD applications.

The Design/Build Firm's role and responsibilities are defined in the Department's CADD Manual. The Design/Build Firm will be required to submit final documents and files which shall include complete CADD design and coordinate geometry files in Intergraph / Micro station format, as described in the above referenced document.

The archived submittal shall also include either a TIMS database file, CADD Index file (generated from RDMENU) or documentation that shall contain the project history, file descriptions of all (and only) project files, reference file cross references, and plotting criteria a (e.g. batch, level symbology, view attributes, and display requirements). A printed directory of the archived submittal shall be included.

**S. Construction Engineering and Inspection:**

The Department is responsible for providing Construction Engineering and Inspection (CEI) and Quality Assurance Engineering.

The Design/Build Firm is subject to the Department's Independent Assurance (IA) Procedures.

**T. Testing:**

The Department or its representative will perform verification and resolution testing services in accordance with the latest Specifications. On all Federal Aid Projects, the Department 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.

**U. Value Added:**

The Design/Build Firm may provide Value Added Project Features, in accordance with Article 5-14 of the Specifications for the following features:

- Roadway features
- Roadway drainage systems,
- Concrete defects
- Structural steel defects
- And any other products or features the Design/Build Firm desires.

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.

The Design/Build Firm shall guarantee the performance of all signal components in accordance with Section 645 and 611, Value Added Signal Installation, included as an Attachment. *The warranty requirements will be for the items the Design/Build Firm furnishes and installs.*

**V. 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 Department, or other regional and state agencies.

The following construction projects are ongoing within the limits of this project:

- 420974-1-58-01 – Sarasota County Advanced Traffic Management System (ATMS) Phase 1 – this project is being managed by Sarasota County through the Systems Manager process.
- 420974-2-58-01 – Sarasota County ATMS Phase 2 – this project is currently in the design phase and will be managed by Sarasota County through the Systems Manager process.

420974-3-58-01 – Sarasota County ATMS Phase 3 – this project has just been funded.

**W. Design Issue Escalation:**

The Department has established the issue escalation process for design questions and conflict resolution that the Design/Build Firm shall follow unless revised by the Partnering agreement. All issues are to be directed to the Department Project Manager. If the issue cannot be resolved at this level the Department Project Manager shall forward the issue to the next level in the process. The escalation process begins with the District Design Engineer, followed by the Director of Transportation Operations, and finally to the District Secretary. Each level shall have a maximum of three working days to answer, resolve or address the issue. This three day window is a response time and does not infer resolution. Questions may be expressed verbally and followed up in writing. The Department Project Manager will respond in a timely manner but not to exceed three working days. The Design/Build Firm shall provide any available supporting documentation.

The Design/Build Firm shall provide a similar issue escalation process for his organization with personnel of similar levels of responsibility.

The District Secretary will have the final authority on design decisions.

**X. Construction Clarification, Conflict Resolution, and Issue Escalation:**

In the event that construction problems occur, the resolution of those problems will be processed in one of the following two ways unless revised by a Partnering agreement:

- If the resolution does not change the original intent of the technical proposal/RFP, then the Design/Build Firm Engineer of Record (EOR) will be responsible for developing the design solution to the construction problem and the District Resident Engineer will be responsible for review and response within 10 working days. The District Resident Engineer will either concur with the proposed solution or, if the District Resident Engineer has concerns, the issue will be escalated as described in the process below.
- If the resolution does alter the original intent of the technical proposal/RFP then the EOR will develop the proposed solution, copy in the District Resident Engineer, and send it to the District Construction Office for review and response through the Department Project Manager. The District Construction Office will respond to the proposed solution within ten working days. The District Construction Office will either concur with the proposed solution or, if the District Resident Engineer has concerns, the issue will be escalated as described in the process below. Changes to the original intent of the technical proposal/RFP will require a contract change order and FHWA approval.
- The Department has established the issue escalation process for construction questions and conflict resolution that the Design/Build Firm shall follow unless revised by the Partnering agreement. All issues are to be directed to the Department Project Manager. If the issue cannot be resolved at this level the Department Project Manager shall forward the issue to the next level in the process. The escalation process begins with the District Construction Engineer, followed by the Director of Transportation Operations, and finally to the District

Secretary. Each level shall have a maximum of three working days to answer, resolve or address the issue. This three day window is a response time and does not infer resolution. Questions may be expressed verbally and followed up in writing. The Department Project Manager will respond in a timely manner but not to exceed three working days. The Design/Build Firm shall provide any available supporting documentation.

The Design/Build Firm shall provide a similar chain of command for his organization with personnel of similar levels of responsibility.

Should an impasse develop, the Regional Dispute Review Board shall assist in the resolution of disputes and claims arising out of the work on the Contract.

## **VI. Design and Construction Criteria.**

### **A. General:**

The Design/Build Firm shall be responsible for: detailed plan checking as outlined in the Plans Preparation Manual (PPM); as described in the RFP; and the Design and Construction criteria package. This includes a checklist of the items listed in the PPM for each completed phase submittal. Bridge submittals may be broken into foundation, substructure, superstructure, approach spans and main channel spans. Roadway submittals may be broken down into grading, drainage, walls, ITS, signing & pavement marking, signalization, landscaping and final geometry components. The component design must be in conformity with the Design and Construction Criteria requirements, approved preliminary layout and concept as provided in the Technical Proposal.

Before construction activities can begin for a specific component, signed and sealed design plans and calculations supporting the design for that component must be reviewed by the Department. Component submittals shall be complete submittals along with all the supporting information necessary for review. The work must represent logical work activities and must show impacts on subsequent work on this project. Any modification to the component construction due to subsequent design changes as the result of design development is solely the Design/Build Firm's risk. Upon review by the Department, the plans will be stamped "Released for Construction" and initialed and dated by the reviewer. Any construction initiated by the Design/Build Firm prior to receiving signed and sealed plans stamped "Released for Construction" shall be at the sole risk of the Design/Build Firm.

All design and construction documents shall be prepared using the English system.

All improvements must be in the existing right of way.

Replace traffic signal intersection as follows:

1. Traffic signal supports shall be mast arms and designed in accordance with current Department criteria and the Plans Preparation Manual (PPM).
2. Use existing loop detection/video detection methods and equipment.
3. All signalized locations shall have internally illuminated overhead street name signs in accordance with District One internally illuminated street name sign policy. All internally illuminated signs shall be new. Existing internally illuminated signs will not be allowed to be relocated.  
Removal of existing overhead street name signs as required.

4. Back plates are required for all signal heads.
5. Completely rewire signalized intersection with new signal cable.
6. New electrical service may be required.
7. General note sheet should be composed to reflect the District One and the maintaining agency's requirements as indicated in the latest Signal Design Updates folder on <ftp://ftp.dot.state.fl.us/fdot/d1/traffops>.
8. Modify existing controller to connect new signal heads and/or internally illuminated street name signs.
9. Signal plan controller timings will be supplied to Design Build Firm upon request. Request should be made to Mr. Kenneth Bass, Senior Traffic Signal System Specialist at (863) 519-2788. Mr. Bass' email address is [kenneth.bass@dot.state.fl.us](mailto:kenneth.bass@dot.state.fl.us).
10. Coordination timings will be supplied to the Design/Build Firm upon request. Request should be made to Mr. Kenneth Bass, Senior Traffic Signal System Specialist at (863) 519-2788. Mr. Bass' email address is [kenneth.bass@dot.state.fl.us](mailto:kenneth.bass@dot.state.fl.us).
11. Replace any landscaping that is damaged or destroyed. Contact the local municipality to coordinate the replacement of landscaping.
12. Replace and integrate any disturbed ITS or ATMS equipment,
13. Prior to any activities involving the relocation of CCTV Cameras, contact Sandra Boudreau and Andy Lucyshyn;

Sandra Boudreau  
Sarasota County Public Works  
1001 Sarasota Center Blvd., Sarasota, Florida 34240  
941.861.5000  
[SBoudrea@scgov.net](mailto:SBoudrea@scgov.net)

Andy Lucyschyn  
Atkins Global  
482 South Keller Road, Orlando, Florida 32810  
407.647.7275, 407.712.4383  
[Andy.Lucyshyn@atkinsglobal.com](mailto:Andy.Lucyshyn@atkinsglobal.com)

Existing cameras shall be mounted to the proposed mast arms and positioned to provide a view of the intersection that is without obstruction and that is acceptable to the Department. The camera site shall be selected for optimum viewing of the intersection and corridor for both day and night operations. In order to prevent light saturation of the CCTV camera image, the location of any lighting poles shall be considered in the placement.

The mounting height of the CCTV camera shall be 20 feet above the roadway on new mast arms. The location shall be the responsibility of the Design/Build Firm, but shall be approved by the Department prior to final design. The positioning shall minimize the occlusion created by the camera pole or other visual constraints.

The Design/Build Firm shall perform a 360-degree field of view video survey at the proposed camera height for each CCTV camera site utilizing a bucket truck and the exact model of camera/lens to be installed and record these survey results for the approval of the Department. Handheld video cameras are not acceptable for this recording.

Any location which is unable to meet the design requirements shall be brought to the Department's attention for further direction.

Locations of CCTV cameras include, but are not limited to, the following intersections:

SR 776 (Englewood Road);  
at Virginia Court,  
at Dearborn Street,  
at Englewood Isles Parkway,  
at Overbrook Road,  
at Manasota Beach Road

14. The Design Build Firm shall request Mast Arm ID Number from the District Structures Maintenance Office. The Mast Arm ID Number shall be included in the plans. The Design Build firm is not required to place the Mast Arm ID Number on the constructed mast arms. The following shall be provided with the request:
- Key Sheet,
  - Plan Sheet(s),
  - Mast Arm Tabulation Sheet(s),
  - Standard Mast Arm Assembly Design Table,
  - Special Mast Arm Assembly Design Table.

## **B. Geotechnical Services**

The Design/Build Firm shall perform a subsurface investigation, analysis and design for all aspects of the project in accordance with Department standards, policies and procedures. Existing subsurface information may be used. Supplemental subsurface investigation and testing will be required to ensure all aspects of the project are covered.

### **Driven Pile Foundations for Bridges and Major Structures – *(Not Applicable to this Project)***

### **Drilled Shaft Foundations for Miscellaneous Structures**

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

- Evaluating geotechnical conditions and designing the foundations including the drilled shaft diameter and length, and construction methods to be used.
- Completing the subsurface investigation prior to establishing the drilled shaft tip elevations and socket requirements.
- Constructing the method shaft (test hole) successfully and conducting integrity tests on the shaft using crosshole sonic logging. More than one test hole will be required when there are shafts both on land and in water. When there is more than one size of drilled shaft, perform a test hole for the largest diameter for each condition (land and water).
- Determining the production shaft lengths.
- Documenting and providing a report that includes all data, analysis, and recommendations to the Department. The report should include but not be limited to the following: results of pilot borings for all drilled shafts, and recommended production drilled shaft tip elevations and

- socket requirements. This report shall be signed and sealed by a Florida licensed Professional Engineer and shall be submitted to the Department for review and approval at least seven (7) calendar days prior to beginning production shaft construction. Additional data or analysis may be required by the Engineer. Constructing all drilled shafts to the required tip elevation and socket requirements.
- Verifying level and clean hole bottom conditions and properties of the drilling fluid at the time of concrete placement.
  - Documenting and submitting the drilled shaft construction logs to the Department within 24 hours of concrete placement. The documentations shall include the drilled shaft installation procedures and sequencing as well as any problems encountered during construction and concrete placement. Allow five (5) calendar days for the Department to review the data before any further construction on the shafts.
  - Performing Cross-Hole Sonic Logging (CSL) tests on at least 30% of the shafts (rounded up to the next whole number) selected by the Department.
  - Repairing all detected defects and conducting post repair integrity testing using 3D tomographic imaging and gamma-gamma density logging. Submitting all results to the Department within seven (7) calendar days of test completion.
  - Submitting the Foundation Certification Packages.
    - Each Foundation Certification Package shall contain an original signed and sealed letter certifying capacity and integrity of all drilled shafts, and clearly legible copies of all shaft excavation and concreting logs, all CSL reports and electronic data, slurry test data, supplemental testing data and analyses for the foundation unit. The certification shall not be contingent on any future testing or approval by FDOT.
    - Submit two copies of the Foundation Certification Package signed and sealed by the Geotechnical Foundation Design Engineer of Record to FDOT within three weeks of finishing each foundation unit and prior to Verification Testing. A foundation unit is defined as all the shafts within one intersection/interchange or for each phase of an intersection/interchange.
  - Providing safe access and needed equipment, and cooperating with and working with the Department in verification of the drilled shafts, both during construction of shafts and after submittal of the certification package.
    - The Department may verify the bottom cleanliness of all drilled shaft excavations prior to and at the time of concreting. The Department may verify bottom cleanliness by over the shoulder review of the Design/Build Firm's inspection methods and/or by independent means.
    - The Department may verify properties of drilling fluid at the time of concreting. The Department shall determine whether verification of drilling fluid properties shall be accomplished by over the shoulder review of the Design/Build Firm's slurry testing and/or by independent means.

Within four (4) calendar days of receipt of a Foundation Certification Package, the Department will examine the certification package and determine whether shafts in that foundation unit will be selected for Verification Testing. The Department may select every shaft for Verification Testing, if defects are suspected. The Department will provide equipment and personnel as needed for Verification Testing. Methods used for Verification Testing of a completed shaft are at the discretion of the Department and may include coring, cross-hole sonic logging, gamma-gamma density logging, low-strain dynamic integrity testing, or other methods.

After Verification Testing for a foundation unit is performed, the Department will provide the results within seven (7) calendar days. Integrity testing access tubes shall not be grouted and construction of caps, columns or any superstructure elements shall not occur until the Department has notified the Design/Build Firm that additional Verification Testing is not required.

If any shaft is found to be deficient, the Design/Build Firm shall correct the deficiency (i.e. repair or replace the shaft) and/or modify the design to compensate for the deficiency. After the deficiency is corrected, the shaft shall be retested and recertified by the Design/Build Firm. The Department may then perform additional Verification Testing. In case of disagreement of test results, the Department's results will be final and used for determination of acceptance.

### **C. Utility Coordination**

The Design/Build Firm shall utilize a single dedicated person responsible for managing all utility coordination. This person shall be contractually referred to as the Utility Coordination Manager and shall be identified in the Design/Build Firm's proposal. The Design-Build Firm shall notify the Department in writing of any change in the identity of the Utility Coordination Manager. The Utility Coordination Manager shall have the following knowledge, skills, and abilities:

1. A minimum of 4 years of experience performing utility coordination in accordance with Department standards, policies, and procedures.
2. Knowledge of the Department plans production process and utility coordination practices and District Design/Build utility permitting process,
3. Knowledge of Department agreements, standards, policies, and procedures.

The Design/Build Firm's Utility Coordination Manager shall be responsible for managing all utility coordination, including, but not limited to, the following:

1. Ensuring that all utility coordination and activities are conducted in accordance with the requirements of the Contract Documents.
2. Identifying all existing utilities and coordinating any new installations. Reviewing proposed utility permit application packages and recommending approval/disapproval of each permit application based on the compatibility of the permit as related to the Design/Build firm's plans.
3. Scheduling utility meetings, keeping and distribution of minutes of all utility meetings, and ensuring expedient follow-up on all unresolved issues.
4. Distributing all plans, conflict matrixes and changes to affected utility owners and making sure this information is properly coordinated.
5. Identifying and coordinating the execution and performance under any agreement that is required for any utility work needed in with the Design/Build project.

- Reviewing, approving, signing and coordinating the implementation of all Utility Work Schedules.
6. Resolving utility conflicts.
  7. Obtaining and maintaining Sunshine State One Call Design to Dig Tickets.
  8. Performing Constructability Reviews of plans prior to construction activities with regard to the installation, removal, temporary removal, de-energizing, deactivation, relocation, or adjustment of utilities.
  9. Providing periodic project updates to the Department Project Manager and District Utility Office as requested.
  10. Coordination with the Department on any issues that arise concerning reimbursement of utility work costs.

The Department has reviewed the project limits and has determined which utility facilities located within the project limits may be impacted by the Project and whether the cost of any necessary utility work as to that impacted utility is to be borne by the utility or by the Design-Build Firm. That information is contained herein. The following UA/O's have been identified by the Department as having facilities within the project corridor which may be impacted by the Project. Also provided below is a determination made by the Department as to the eligibility of reimbursement for each potentially impacted UA/O identified herein.

| UA/O                                                                                                                                                       | Eligible for Reimbursement (Y/N) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| FPID 430138-1, SR 776                                                                                                                                      |                                  |
| Englewood Water District<br>Jay D. Linden<br>201 Selma Avenue<br>Englewood, Florida 34223<br>941.474.3217<br>JLinden@englewoodwater.com                    | N                                |
| Florida Power & Light<br>Matthew Silver<br>15834 Winkler Rd<br>Fort Myers, Florida 33913<br>239.415.1311<br>Matthew.Silver@fpl.com                         | N                                |
| Verizon Florida, Inc.<br>Denise Hutton<br>Network Engineer<br>1701 Ringling Blvd.<br>Sarasota, Florida 34236<br>941.906.6722<br>Denise.Hutton @verizon.com | N                                |
| Teco- Peoples Gas<br>Danny Shanahan<br>8261 Vico Court<br>Sarasota, Florida 34240<br>941.342.4006                                                          | N                                |

|                                                                                                                                                                                                         |   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| <a href="mailto:djshanahan@tecoenergy.com">djshanahan@tecoenergy.com</a>                                                                                                                                |   |
| Sarasota County Traffic<br>Efrain Duque, P.E. PTO<br>Sarasota Traffic Engineering Manager<br>1001 Sarasota Center Blvd.<br>Sarasota, Florida 34240<br>941.861.0961<br>Eduque@scgov.net                  | N |
| Sarasota County Traffic<br>Michael Smith<br>1001 Sarasota Center Blvd.<br>Sarasota, Florida 34240<br>941.861.0970<br>mcsmith@scgov.net                                                                  | N |
| Sarasota County Traffic<br>Mark Richmond<br>1001 Sarasota Center Blvd.<br>Sarasota, Florida 34240<br>941.650.2108<br>mrichmond@scgov.net                                                                | N |
| Sarasota County Utilities<br>Reginald Boucher<br>Capital Management Services<br>1001 Sarasota Center Blvd.<br>Sarasota, Florida 34240<br>941.915.5086<br>RBoucher@scgov.net                             | N |
| Comcast Cablevision of West Florida<br>Gonzalo Rojas<br>5205 Fruitville Road<br>Sarasota, Florida 34232<br>941.342.3578<br><a href="mailto:Gonzalo_rojas@cable.comcast">Gonzalo_rojas@cable.comcast</a> | N |
|                                                                                                                                                                                                         |   |
| FPID 430141-1, US 17                                                                                                                                                                                    |   |
| Charlotte County BOCC<br>Andrew Amendola<br>7000 Florida Street<br>Punta Gorda, Florida 33950<br>741.575.3648<br><a href="mailto:Andy.amendola@charlottefl.com">Andy.amendola@charlottefl.com</a>       | N |
| Charlotte County<br>Rick Doll<br>7000 Florida Street<br>Punta Gorda, Florida 33950<br>941.575.3621<br>Richard.Doll@charlottefl.com                                                                      | N |

|                                                                                                                                                                                                                                                        |   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| City of Punta Gorda<br>Mark Gering<br>City Engineer<br>326 W. Marion Avenue<br>Punta Gorda, Florida 33950<br>941.575.5050<br><a href="mailto:MGering@ci.punta-gorda.fl.us">MGering@ci.punta-gorda.fl.us</a>                                            | N |
| City of Punta Gorda<br>Linda M. Sposito<br>Public Works Project Manager<br>326 W. Marion Avenue<br>Punta Gorda, Florida 33950<br>941.575.5060<br>FAX: 941.575.5044<br><a href="mailto:LSposito@ci.punta-gorda.fl.us">LSposito@ci.punta-gorda.fl.us</a> | N |
| City of Punta Gorda<br>Steve Adams<br>Utility Engineering Manager<br>326 W. Marion Avenue<br>Punta Gorda, Florida 33950<br>941.575.3339<br><a href="mailto:SAdams@ci.punta-gorda.fl.us">SAdams@ci.punta-gorda.fl.us</a>                                | N |
| Florida Power & Light Distribution<br>Greg Coker<br>West Area Relocations Coordinator<br>1253 12 <sup>th</sup> Avenue East<br>Palmetto, Florida 34221<br>941.723.4430<br><a href="mailto:gregcoker@fpl.com">gregcoker@fpl.com</a>                      | N |
| Florida Power & Light Fibernet<br>Danny Haskett<br>9250 W Flagler Street<br>Miami, Florida 33174<br>305.552.2931<br><a href="mailto:Danny.haskett@fpl.com">Danny.haskett@fpl.com</a>                                                                   | N |
| City of Punta Gorda<br>Art Brewster<br>326 W Marion Avenue<br>Punta Gorda, Florida 33950<br>941.575.5041<br><a href="mailto:abrewster@pgorda.us">abrewster@pgorda.us</a>                                                                               | N |
| TECO – Peoples Gas<br>Brock H. Daniels<br>5901 Enterprise Pkwy<br>Ft. Myers, Florida 33905<br>239.690.5517<br><a href="mailto:BHDaniels@tecoenergy.com">BHDaniels@tecoenergy.com</a>                                                                   | N |

|                                                                                                                                                                                                    |   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| Comcast Cablevision of West FL<br>Gonzalo Rojas<br>5205 Fruitville Road<br>Sarasota, Florida 34232<br>941.342.3578<br><a href="mailto:Gonzalo_rojas@cable.comcast">Gonzalo_rojas@cable.comcast</a> | N |
| CenturyLink<br>Ken Lutz<br>924 Memorial Drive<br>Avon Park, Florida 33825<br>863.452.3185<br><a href="mailto:Ken.lutz@centurylink.com">Ken.lutz@centurylink.com</a>                                | N |

**D. 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, Traffic Control Plans, Environmental Permits and other necessary documents.

**Design Analysis:**

Any deviation from the Department's design criteria will require a design variation and any deviation from AASHTO will require a design exception. If a Design/Build Firm requests a variance or exception during the technical proposal phase, it must be discussed during the pre-bid meeting or prior to the information cut-off date. All such variances and exceptions must be approved or disapproved prior to the information cut-off date and such variances and exceptions will be disclosed to all the Design/Build Firms.

These packages shall include the following:

1. **Typical Section Package: - (Not Applicable to this Project)**
2. **Pavement Design Package: - (Not Applicable to this Project)**
3. **Drainage Analysis: (Not Applicable to this Project)**

**E. Geometric:**

The Design/Build Firm shall design the geometric for the project using the design standards 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.

**F. Design Documentation, Computations and Quantities:**

The Design/Build Firm shall submit to the Department 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 Department. 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. Design standards 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. Documentation of the Deep foundation removal method
6. Final quantities list

**G. Structure Plans:**

1. **Bridge Design Analysis: - (Not Applicable to this Project)**

**H. Specifications:**

Department Specifications may not be modified or revised. The Design/Build Firm shall also include all Technical Special Provisions, which will apply to the work in the proposal. Technical Special Provisions shall be written only for items not addressed by Department Specifications, and shall not be used as a means of changing Department Specifications.

Before construction activities can begin, the Design/Build Firm shall prepare and submit a signed and sealed Construction Specifications Package for the project, containing all applicable Division II and III Special Provisions and Supplement Specifications from the Specifications Workbook in effect at the time the Bid Price Proposals were due in the District Office. The Specifications Package shall be prepared by the individual(s) identified in the Technical Proposal as having successfully completed the mandatory Specifications Preparations Training.

The website for completing the training is at the following URL address:

<http://www2.dot.state.fl.us/SpecificationsEstimates/PackagePreparation/TrainingConsultants.aspx>

Specification Workbooks are posted on the Department's website at the following URL address:

<https://www2.dot.state.fl.us/SpecificationsPackage/Utilities/Membership/login.aspx?ReturnUrl=%2fspecificationspackage%2fDefault.aspx>.

The signed and sealed Specifications Package shall also include individually signed and sealed Technical Special Provisions for any and all work not addressed by Department Specifications. Any Technical

Special Provisions included in the signed and sealed Construction Specifications Package which had not been included in the proposal phase, may require a contract cost modification as a condition of approval.

The Design/Build Firm must account for a 15 working day (excluding Holidays as defined in section 1-3 of the Specifications) review time in its schedule. Upon review by the Department, the Construction Specifications Package will be stamped "Released for Construction" and initialed and dated by the reviewer.

Any subsequent modifications to the Construction Specifications Package shall be prepared, signed and sealed as a Supplemental Specifications Package, subject to the same process for submittal, review, and, release for construction, as described above, for the original Construction Specifications Package. Construction work affected by Supplemental Specifications Packages shall not begin until stamped "Released for Construction" Supplemental Specification Package is obtained.

#### **I. Shop Drawings:**

The Design/Build Firm shall be responsible for the preparation and approval of all Shop Drawings. Shop Drawings shall be submitted to the Department and shall bear the stamp and signature of the Design/Build Firm's Engineer of Record (EOR) and Contractor, and signed and sealed by the Specialty Engineer, as appropriate. The Department shall review the Shop Drawing(s) to evaluate compliance with project requirements and provide any findings to the Design/Build Firm. The Departments procedural review of shop drawings is to assure that the Design/Build Firm and the EOR have both accepted and signed the drawing, the drawing has been independently reviewed and is in general conformance with the plans. The Departments review is not meant to be a complete and detailed review. Upon review of the shop drawing, the Department will stamp "Released for Construction" or "Released for Construction as noted" and initialed and dated by the reviewer.

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.

#### **J. 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 Traffic Control Plan (TCP) 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.
5. 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.

Proper coordination with adjacent construction projects and maintaining agencies.

**K. Stormwater Pollution Prevention Plans (SWPPP)**

The Design/Build Firm shall prepare an erosion control plan that complies with the Storm Water Pollution Prevention Plan (SWPPP) as required by the National Pollution Discharge Elimination System (NPDES). The Design/Build Firm shall refer to the Plans Preparation Manual for information in regard to the SWPPP and Florida Department of Environmental Protection (FDEP) Rule 62-25 for requirements on the erosion control plan. Detailed limits of the erosion control items will be necessary but may be shown on the roadway plans sheets. This plan shall be submitted along with the Design/Build Firm's Certification at least 15 working days prior to beginning construction activities.

**L. Temporary Traffic Control Plan:**

**1. Traffic Control Analysis:**

The Design/Build Firm shall design a safe and effective Temporary Traffic Control Plan to move vehicular traffic during all phases of construction. The areas shall include, but are not limited to, construction phasing, utility relocation, drainage structures, signalization, ditches, front slopes, back slopes, drop offs within clear zone, and traffic monitoring sites. Special consideration shall be given to the drainage system when developing the construction phases. Positive drainage must be maintained at all times.

The Temporary Traffic Control Plan shall address how to assist with maintenance of traffic throughout the duration of the contract.

The Temporary Traffic Control Plan shall be prepared by a certified designer who has completed the Department's training course, and in accordance with the Department's Design Standards and the Roadway Plans Preparation Manual.

Transportation Management Plans (TMPs) are required for significant projects which are defined as:

1. A project that, alone or in combination with other concurrent projects nearby, is anticipated to cause sustained work zone impacts.
2. All Interstate system projects within the boundaries of a designated Transportation Management Area (TMA) that occupy a location for more than three days with either intermittent or continuous lane closures shall be considered as significant projects.

For significant projects a TMP will consist of three components:

- (1) Temporary Traffic Control (TTC) plan component;
- (2) Transportation Operations (TO) component; and
- (3) Public Information (PI) component

Additional information can be found in chapter 10 of the PPM.

**2. Temporary Traffic Control Plans:**

The Design/Build Firm shall utilize Index Series 600 of the Department's Design Standards where applicable. Should these standards be inadequate, a detailed Temporary Traffic Control Plan shall be developed. The Design/Build Firm shall prepare plan sheets, notes, and details to include the following:

typical section sheet(s), general notes and construction sequence sheet(s), typical detail sheet(s), traffic control plan sheet(s).

The Design/Build Firm shall prepare additional plan sheets such as cross sections, profiles, drainage structures, retaining wall details, and sheet piling as necessary for proper construction and implementation of the Temporary Traffic Control Plan.

The following roads in the City of Punta Gorda can be used for detours;

Harvey Street  
West Virginia Avenue  
Taylor Street  
Mary Street  
East Virginia Avenue  
Booth Street  
Lavilla Road  
Scott Street

A minimum of 2 weeks prior to establishing each detour, coordinate with the City of Punta Gorda and Charlotte County by contacting Linda Sposito, Public Works Project Manager, 326 @. Marion Avenue, Punta Gorda, Florida 33950, 941-575-5060, LSposito@ci.punta-gorda.fl.us and Donald W. Purcell, Traffic Superintendent, Charlotte County, 941-575-3638, Don.Purcell@charlottefl.com. [Notify the Operations Center Engineer for Sarasota Operations and Ft. Myers Operations 2 weeks prior to establishing the detours. For Sarasota Operations notify Lance Grace, 941-359-7350 and for Ft. Myers Operations, notify Gerry Byrne, 239-656-7850.](#)

**3. Traffic Control Restrictions:**

There will be NO LANE CLOSURES ALLOWED between the hours of **6:00 AM to 8:00 PM**. A lane may only be closed during active work periods. Rolling barricades will be allowed during the approved lane closure hours. All lane closures, including ramp closures, must be reported to the local emergency agencies, the media and the District Public 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.

**M. Environmental Services/Permits/Mitigation:**

The Design/Build Firm will be responsible for preparing designs and proposing construction methods that are permissible. 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 in Section V.D.2, will be the responsibility of the Design/Build Firm, and will not be considered sufficient reason for time extension.

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

The Design/Build Firm shall prepare signing and pavement marking plans in accordance with Department criteria and the latest Signing and Marking updates folder on <http://ftp.dot.state.fl.us/fdot/d1/traffops>.

**O. Signalization Plans:**

The Design/Build Firm shall prepare traffic signal plans in accordance with Department criteria and the latest Signal Design updates folder on <ftp://ftp.dot.state.fl.us/fdot/d1/traffops>.

**P. Lighting Plans: (Not Applicable to this Project)**

**VII. Technical Proposal Requirements.**

**A. 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 Department to evaluate the capability of the Design/Build Firm to provide the desired services. The data shall be significant to the project and shall be innovative, when appropriate, and practical. Discussions of past performances on other projects shall be minimized except as they relate to the proposed work.

**B. Submittal Requirements:**

The Technical Proposal shall be bound with tabs labeled Section 1 through Section 9 with the information, paper size and page limitation requirements as listed below:

A copy of the "Written Technical Proposal" must also be submitted in electronic format on a CD. The format shall be in Microsoft Word and the file saved in .pdf. No macros will be allowed. Minimum font size of ten (10). Graphics and photographs shall be held to a minimum, in the electronic version only, so that Internet loading of the Technical Proposal takes place in 15 seconds or less.

Submit One (1) CD and Ten (10) copies of the Technical Proposal to:

Mr. Ed McKinney, PSU Administrator  
ATTN: Felipe Alvarez  
801 North Broadway Avenue  
Bartow, FL 33830

Section 1: Written Technical Proposal

- Paper size: 8½" x 11", additional larger charts and graphs may be provided if folded neatly to 8½" x 11"
- Maximum allowed pages: 40

The minimum information to be included:

- **Approach and Understanding of the Project:**

The Design/Build Firm shall present a comprehensive 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.

- **Organization and Staffing Plan:**

The Design/Build Firm shall submit a staffing plan, which clearly illustrates the key elements of the organizational structure, proposed to accomplish the management, technical, construction and administrative services required. Project management and key personnel within each area of required services shall be identified and past experience of each, as it relates to this project, shall be discussed. The Department must approve any changes to the Project Management and Key Personnel. Other items to be included in the discussion of the staffing plan are:

1. Man-loading requirements (both quality and quantity) for all technical services.
2. Man-loading capabilities of all Design/Build Firms.
3. Man-loading availability for the project.

- **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.

- **Other Appropriate Data:**

Other data demonstrating the ability of the Design/Build Firm to provide the desired services may be included in the Technical Proposal.

- **Coordination:**

During the performance of the services, coordination must be maintained with the Department and/or other agencies. A suggested method for assuring proper coordination shall be addressed in the Technical Proposal.

- A summary of innovative aspects: Details can be explained in Section Four (4) below.
- A summary of Value Added Features: The Design/Build Firm will summarize Value Added Features being proposed. Details of criteria will be provided in Section six (6) below.
- A summary of Quality Management: The actual plan will be provided in Section five (5) below.
- A summary of the project schedule: The full schedule will be provided in Section three (3) below.

Section 2: Resumes of Key Project Personnel

- Paper size: 8½" x 11"
- Maximum allowed pages: Each Résumé is limited to one (1) page per person.
- The minimum information to be included: experience directly relevant to this project.

Section 3: Proposed Schedule

- Paper size: 8½" x 11" or larger if folded neatly to 8½" x 11"
- Maximum allowed pages: 5
- Identify if the Schedule is based on Calendar or Working Days
- The minimum information to be included in the summary CPM schedule of anticipated major milestones and their associated phasing as follows:

Anticipated Award Date  
Design Schedule  
Design Reviews by the Department  
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

Section 4: Innovative Aspects

- Paper size: 8½" x 11"
- Maximum allowed pages: 5
- Any supportive information associated with the innovative aspects being proposed.

Section 5: Quality Management Plan Paper size: 8½" x 11"

- Maximum allowed pages: 10
- The minimum information to be included shall be in accordance with Section V.N.

Section 6: Value Added

- Paper size: 8½" x 11"
- Maximum allowed pages: 10
- The minimum information to be included shall be in accordance with Section V.U.

Section 7: Design Support Documents

- Paper size: 8½" x 11"
- Maximum allowed pages: Unlimited
- The minimum information to be included is as follows:

The minimum information to be included shall be in accordance with Section VI.F. and include, but not limited to, design calculations for mast arms and foundations.

Section 8: Preliminary Plans

- Paper size: 11" x 17"
- Maximum allowed pages: Unlimited

The minimum information to be included in the preliminary design requirements is as follows:

**Roadway**

- Project Limits
- Horizontal alignment
- Major topographic features
- Proposed vertical profile
- Survey controls and bench marks
- Stationing along Horizontal alignment
- Connections to existing roadway
- Utility provisions
- Maintenance of traffic provisions

**Structures**

- General Notes
- Proposed Foundation Types and Location
- Proposed Foundation Testing requirements
- Minimum vertical and horizontal clearances
- Basic material properties (concrete strengths, classifications)
- Proposed means and methods of construction
- Proposed method of removal of the existing structure
- Technical special provisions
- Variations and documentation
- [Supporting Structural Calculations](#)

**Traffic Signal Plans**

- Key Sheet (Include location map, signal locations, mileposts, and signal ID numbers)
- General Notes
- Plan Sheets
- Mast Arm Tabulation and Table of Structure Variables
- Guide Sign Work Sheet
- Subsurface Utility Excavation Sheet
- Report of Core Boring Sheet
- New Mast Arm Foundation Structural Design
- Technical Special Provision for Video Detector Assembly (if required)
- Technical Special Provision for Vehicle Preemption Detector Assembly (if required)

Section 9: Specifications

Provide a list of individual members of the Design/Build Firm who have successfully completed the Specifications Package Preparation Training and will be responsible for preparing the Specifications Package for the project. The website for completing the training is:

<http://www2.dot.state.fl.us/SpecificationsEstimates/PackagePreparation/Training>

[Consultants.aspx](#)

**C. Evaluation Criteria:**

The Technical Review Committee shall evaluate the written Technical Proposal by each Design/Build Firm. The Design/Build Firm should not discuss or reveal elements of the price proposal in the written proposals. A technical score for each Design/Build Firm will be based on the following criteria:

| <u>Item</u>                                        | <u>Value</u> |
|----------------------------------------------------|--------------|
| 1. Approach and Understanding of the Project       | 10           |
| 2. Organization and Staffing Plan                  | 5            |
| 3. Environmental Protection/Commitments            | 5            |
| 4. Maintainability                                 | 5            |
| 5. Value Added                                     | 10           |
| 6. Schedule                                        | 15           |
| 7. Coordination                                    | 5            |
| 8. Quality Management Plan                         | 5            |
| 9. Maintenance of Traffic                          | 15           |
| 10. Design and Geotechnical Services Investigation | 25           |
| 11. Construction Methods                           | 15           |
| <b>Maximum Score</b>                               | <b>115</b>   |

The following is a description of each of the above referenced items:

1. **Approach and Understanding of the Project (10 points)**

Credit will be given for thorough understanding of the project and the Proposer's approach to the work.

2. **Organization and Staffing Plan (5 points)**

Credit will be given for organization of the Proposer's team, including subcontractors and sub-consultants, for the staffing of the project, including the key staff's experience and skills relevant to the proposed assignments.

3. **Environmental Protection/Commitments (5 points)**

Credit will be given for minimizing impacts to the environment during all phases of design/construction and insure that all environmental commitments are honored.

4. **Maintainability (5 points)**

Credit will be given for a design that minimizes periodic and routine maintenance. The following elements should be considered: access to provide adequate inspections and maintenance, maintenance of navigational system lighting, access to structure's lighting system, and quality of construction materials. Credit will be assigned for exceeding minimum material requirements to enhance durability of structural components.

5. **Value Added (10 points)**

Credit will be given for the extent of the Value Added coverage.

6. **Schedule (15 points)**

Credit will be given for a comprehensive and logical schedule that minimizes contract duration. Proper attention should be provided to the project's critical path elements.

7. **Coordination (5 points)**

Credit will be given for a coordination plan/effort that includes, as a minimum, coordination with the following groups:

- Department management team
- Community and boat users
- Permitting/Environmental agencies
- Utility owners
- Local governments

8. **Quality Management Plan (5 points)**

Credit will be given for a timely, complete and comprehensive Quality Management Plan, which incorporates effective peer reviews and includes all phases of the project.

9. **Maintenance of Traffic (15 points)**

Credit will be given for a MOT scheme that minimizes disruption of roadway traffic. This shall include, but not be limited to, minimization of lane closures, lane widths, visual obstructions, and drastic reductions in speed limits.

10. **Design and Geotechnical Services Investigation (25 points)**

Credit will be given for the quality of the following elements:

- Quality and quantity of design resources
- Design coordination and plans preparation schedule
- Construction coordination plan minimizing design changes
- Geotechnical investigation plan
- Test load program
- Structure design

11. **Construction Methods (15 points)**

Credit will be given for construction methods that minimize impacts to the traveling public and the environment, reduces costs, improves worker safety, and minimizes contract duration. Credit will be given for exceeding minimum material requirements to enhance durability of structural components.

**D. Final Selection Formula:**

The Selection Committee shall publicly open the sealed bid proposals and calculate an adjusted score using the following formula:

$$\frac{BPP}{TS} = \text{Adjusted Score}$$

BPP = Bid Price Proposal  
TS = Technical Score

The Design/Build Firm selected will be the Design/Build Firm whose adjusted score is lowest.

The Department reserves the right to consider any proposal as non-responsive if any part of the Technical Proposal does not meet established codes and criteria. Also, if PCT is greater than Maximum Allowable Contract Time (MCT) (375 days) the proposal will be considered non-responsive.

**E. Final Selection Process:**

After the sealed bids are received, the Department will have a public meeting for the announcement of the Technical Scores and opening of sealed bids. This meeting will be recorded. At this meeting, the Department will announce the score for each member of the Technical Review Committee for each Proposer and each Proposer's average Technical Score. Following announcement of the technical scores, the sealed bid proposals will be opened and the adjusted scores calculated. The Selection Committee should meet a minimum of five working days after the public opening of the Technical Scores and Price Proposals. The Department's Selection Committee will review the evaluation of the Technical Review Committee and the Price Proposal of each Proposer as to the apparent lowest adjusted score and make a final determination of the lowest adjusted score. The Selection Committee has the right to correct any errors in the evaluation and selection process that may have been made. The Department is not obligated to award the contract and the Selection Committee may decide to reject all proposals. If the Selection Committee decides not to reject all proposals, the contract will be awarded to the Proposer determined by the Selection Committee to have the lowest adjusted score.

**F. Stipend Awards:**

The FDOT has elected to pay responsive Short-Listed proposers who are not awarded the contract a stipend to offset some of the costs of preparing their proposals. That stipend will only be payable under the terms and conditions of the stipend agreement, a copy of which is included with this Request for Proposal. This Request for Proposal does not commit the FDOT or any other public agency to pay any costs incurred by an individual firm, partnership, or corporation in the submission of proposals except as set forth in the stipend agreement. The amount of the stipend compensation will be **\$20,000.00** and in no way is intended to compensate Design/Build Firms for the total cost of preparing the Technical and Price proposal. The Department reserves the right to use any of the concepts or ideas within the Technical Proposals, as the Department deems appropriate.

In order for a Short-Listed Design/Build Firm to be eligible for a stipend, the Short-Listed Design/Build Firm must execute with original signatures and have delivered to the Department no later than three (3) weeks after Request for Proposal release, three (3) originals of the Design/Build Stipend Agreement, Form No. 700-011-14. The Design/Build Firm shall reproduce the necessary copies. Terms of said

agreement are non-negotiable. A fully executed copy of the agreement will be returned to the Short-Listed Design/Build Firm.

Failure of a Short-Listed Design/Build Firm to execute and timely return the agreement shall constitute a release to the Department by the Short-Listed Design/Build Firm for proposal compensation and the Department shall have no further obligation to compensate the Short-Listed Design/Build Firm for its efforts in preparing its proposal.

The Short-Listed Design/Build Firms are to submit an invoice for payment of services on a lump sum basis after the selection/award process is complete. The invoice should include a statement similar to the following: "All work necessary to prepare technical and price proposals in response to the Department's RFP for the subject project". Compensation is intended to be on a pass/fail basis (i.e., responsive or non-responsive). If a proposal is deemed to be non-responsive by the Technical Review Committee, then no stipend will be paid.

### **VIII. BID PROPOSAL REQUIREMENTS.**

#### **A. 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 and the number of calendar days 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. The Price Proposal shall be hand delivered in a separate sealed package to the following:

Mr. Ed McKinney, PSU Administrator  
ATTN: Felipe Alvarez  
801 North Broadway Avenue  
Bartow, FL 33830

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