

## PRE-RESPONSE CONFERENCE

Performance Based Maintenance Services
RFP 40100-PBMC0001 REGION 3 NORTH
AND
RFP 40100-PBMC0002 REGION 3 SOUTH

### SOLICITATION COORDINATOR

Daniel Leeson

Department of Transportation

J.K. Polk Bldg.

505 Deaderick Street

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## Agenda

- Notices
- Schedule of Events
- Overview of Solicitation process
- Overview of RFP Attachments & Evaluation Models
- Overview of Scope of Services
- Questions



## **Notice**

- Scope overview will not cover all Scope items, and is only meant to be a brief overview
- Responses given here today cannot be considered binding or official until put into writing by the State
- Questions must be submitted in writing to the solicitation coordinator prior to the Written "Questions & Comments" Deadline to receive an official answer from the State. Deadline is on November 2, 2023, at 2:00 p.m. CT.
- Please make sure to read all solicitation documents including attachments.
- A respondent may not submit a response as the prime contractor and be a subcontractor in another's response



## Schedule of Events

- Written "Questions & Comments" Deadline November 2, 2023 @ 2:00
   PM CT
- State Response to Written Questions November 9, 2023
- Response Deadline November 22, 2023
- State Completion of Technical Responses December 6, 2023
- (State's Discretion) Oral Presentations December 11-13, 2023
- State Opening & Scoring of Cost Proposals December 15, 2023
- (State's Discretion) Best and Final Offer (BAFO) Initiated December 18, 2023
- BAFO Recommendations by Respondent December 26, 2023
- State Response to BAFO January 8, 2024
- Response to BAFO January 15, 2024
- Notice of Intent to Award / Contract Sent for Signature January 18, 2024
- Contractor Signature and Payment and Performance Deadline February 1, 2024



## **Solicitation Process**

- RFP Section 3 Response Requirements
- 3.1 Response Form
  - General Qualifications and Experience
  - Mandatory Requirements (Section A)
  - Technical Qualifications, Experience & Approach (Section C)
  - Cost Proposal (Attachment 6.3)
- 3.2 Response Delivery Location

Daniel Leeson
Department of Transportation
J.K. Polk Bldg., 5th floor
505 Deaderick Street
Nashville, TN 37243



## **Solicitation Process**

- RFP Section 3 Response Requirements
- 3.1 Technical Response
  - A Technical Response should NOT exceed 50 pages in length
- 3.3 Response Prohibitions
  - Must not include alternate contract terms and conditions. If a response contains such terms and conditions, the State, at its sole discretion, may determine the response to be a non-responsive counteroffer and reject it.
  - Must not restrict the rights of the State or otherwise qualify the response
  - Must not provide alternative goods or services (i.e. services different from those requested and required in the RFP) unless expressly requested by the RFP.
  - Must not include cost proposals that involve any collusion among respondents
  - Must not include, for consideration in this procurement process or subsequent contract negotiations, incorrect information that the Respondent knew or should have known was materially incorrect;
  - Must not include more than one response, per Respondent, to each Region (North and South);
  - Must not include any information concerning costs (in specific dollars or numbers) associated with the Technical Response;
  - The State shall not consider a response from an individual who is, or within the past six (6) months has been, a State Employee.



### Solicitation Process

- RFP Section 5 Evaluation & Contract Award
- Proposals will be evaluated with the following point totals

EVALUATION CATEGORY	MAXIMUM POINTS POSSIBLE	
Technical Qualifications, Experience & Approach (refer to RFP Attachment 6.2., Section C)	70%	
Cost Proposal (refer to RFP Attachment 6.3.)	30%	



### RFP Attachments & Evaluation Models

- Attachment 6.1. Statement of Certification and Assurances must be signed without exception or qualification and MUST be signed by someone who has the legal authority to bind the Respondent.
  - If signed by someone other than the President or the Chief Executive Officer, you must attach evidence of the individual's authority to bind the Respondent
- Attachment 6.2. and Section 3.1.1.4 Response items
  - Column 1 Response page numbers
    - Respondents complete
    - Immensely helpful to evaluators
  - General Qualifications & Experience Items (Section 3.1.1.4.)
    - Not scored. Per 5.2.1., Respondent may be deemed nonresponsive or non-responsible, if State deems necessary



### RFP Attachments & Evaluation Models

- Mandatory Requirement Items (Section A)
  - Eleven (11) items that will need to be addressed
  - Pass/Fail All lines must pass to move onto technical evaluations
- Technical Qualifications, Experience and Approach Items (Section B – worth 70%)
  - Twelve (12) items, scored by each item against evaluation factors that reflect relative importance
  - Some items may require more detailed attention; please ensure that all aspects of these items are addressed
- Oral Presentations (At State's Discretion)
  - Allows Respondents to explain their technical proposal.
- Cost Proposal (Attachment 6.3.)
  - This Cost Proposal must be completed <u>exactly</u> as required



# **Cost Proposal**

RESPONDENT LEGAL ENTITY NAME:			
		State	Use Only
Cost Item Description	Proposed Cost	Evaluation Factor	Evaluation Cost (cost x factor)
ROUTINE MAINTENANCE	\$		
SERVICES	/ MO.	60	
MOBILIZATION (10% of first 12-			
month sum to be paid in 3 equal nstallments over the first 3	\$		
months)	*	1	
****UNIT PRICE BIDS****	大大大大	***	***
PERMANENT PAVEMENT	\$		
REPAIR (TIER 2)	/ TON	1000	
PERMANENT PAVEMENT	\$		
REPAIR (TIER 3)	/ TON	1000	
TIER 2 PATCHING CONCRETE	\$	0000	
PAVEMENT	/ SF	2000	
ADDITIONAL SWEEPING	\$ / SHOULDER MILE	250	
ADDITIONAL MOWING	\$ / CYCLE	5	
SPOT MOWING	\$ / ACRE	1000	
ADDITIONAL LITTER	\$ / CYCLE	5	
SPOT LITTER	\$	3	
	/ C.L. MILE	100	
****PHASED MAINTENANCE SERVICES****	****	****	***
UNPAVED SHOULDER	\$		
DROPOFF	/ MO.	12	
MISC. DRAINAGE STRUCTURES	\$	_	
	/ MO	6	
PAVED DITCH	\$ / MO	6	
GROUND SIGNS	\$	Ŭ	
	/ MO	6	
INLETS	\$	6	
EVALUATIO	/ MO	6	
	N COST AMOUNT (sum of evalua	*	
The Solicitation Coordinator shall use th Score. Numbers rounded to two (2)	is sum and the formula below to calculary places to the right of the decimal point	ate the Cost Proposal t shall be standard for calculations.	
lowest evaluation cost amou	int from <u>all</u> x 30	calculations.	
proposals	(maximum sect	tion = SCORE:	
evaluation cost amount being			

## Limited Phased in Performance for Select Characteristics

- Baseline MQA assessment identified 5 characteristics not presently meeting minimum MQA score.
  - Unpaved shoulder drop-off (7/2025)
  - Misc. drainage structures (underdrain outlets) (1/2025)
  - Paved ditch (1/2025)
  - Ground signs (1/2025)
  - Inlets (1/2025)
- A separate per month pricing for each characteristic for first 6 to 12 months to meet min. standard.
- MQA scoring will be adjusted on those characteristics in the first 6 to 12 months



## **Contract Award Process**

• There shall be two performance-based maintenance contracts awarded in TDOT Region 3. A single contractor cannot be awarded more than one contract in Region 3.

**Region 3 North** – Cheatham, Davidson, Montgomery, Robertson, and Sumner Counties





**Region 3 South** – Bedford, Cheatham, Dickson, Giles, Hickman, Humphreys, Marshall, Maury, Rutherford, Smith, Williamson, and Wilson Counties

## Scope of Services Overview

- Please review ALL Scope of Services
- The State is seeking to contract for performance-based maintenance services to:
  - Perform all activities associated with highway, drainage, structures, roadside vegetation, traffic services, specialty items, emergency response, and incident management activities in accordance with the Contract, its Scope of Services, and the contract performance criteria detailed therein twenty-four (24) hours a day seven (7) days a week unless otherwise directed by Department.
  - These comprehensive maintenance services shall include the management and performance of maintenance and repair activities of the interstate highways including all ramps, collector/distributor ramps, and frontage roads, bridges, and all roadway appurtenances within the right of way



## Scope of Services Overview cont.

### Contract Period

- The Start Date for the work to be performed under this contract is ninety (90) days from the effective date of the Contract ("Start Date").
- This Contract will extend for a period of sixty (60) months after the Effective Date.
- Renewal Options: At the discretion of the department, this Contract may be renewed for two (2) additional periods of twenty-four (24) months, contingent upon acceptable contract performance.
  - If the State decides to exercise renewal options, the State must notify the Contractor six (6) months in advance of renewal
  - Contractor musty respond in writing at least four months prior to renewal date to accept



## Clauses of Note

- Bid Bond
  - Bid bond equal to no less than 5% of the total amount of the cost proposal must be submitted with response
- Payment and Performance Bond
  - If awarded the Contract, Payment and Performance Bond must be submitted within ten (10) business days after notice of award in a sum equal to the first year's annual Contract amount
  - Annually thereafter, no later than thirty (30) days prior to the contract annive rsary date, provide to the Department a Payment and Performance Bond on a form prescribed by the Department in a penal sum equal to the upcoming year's annual Contract amount
- Insurance
  - Within 10 business days after receipt of the Contract award, provide documentation evidencing all required insurance to the Department



# Emergency Response and Third-Party Damage

- Response, inspection, repairs, and replacement required as a result of natural disaster, catastrophic or emergency response, collision to a TDOT asset will be considered part of the contract responsibilities.
- The Contractor will not receive any additional compensation from the Department except:
  - Qualifying FHWA funds the Department receives as a result of the Contractor seeking qualifying FHWA reimbursement. It is the Contractor's responsibility to provide all information needed to pursue such claims in a timely manner.
  - Pursuit of claims against the individual or entity which caused damages, or their insurers.
- Contractor will not be responsible for declared "Acts of Terrorism" beyond the reimbursable avenues listed above.



# Emergency Response / Third-Party Damage Cap

- For an emergency repair or replacement activity of a single asset or group of contiguous assets resulting from a single incident the Contractor financial risk for such repair is capped at \$75,000.00 per repair and \$ 225,000 per contract year of the reasonable nonreimbursable cost.
- Any single-incident damage less than \$40,000 shall not be additive to the annual non-reimbursable cap.
- TDOT may, at the Department's discretion, either authorize the Contractor to proceed and agree to pay the additional estimated amount or stop the Contractor from doing any further work and contract out the remaining work to a separate Contractor, or elect to self-perform the remaining work, or any combination thereof.



# Special Provision and Prescriptive Maintenance (added retroreflectivity criteria)

### Ground Signs

- Separate contract in place to upgrade ground sign panels that do not meet retroreflectivity standard in compliance with Table 2A-3 of the 2009 MUTCD
- To be completed by March 31, 2025.
- The contractor will not be required to meet retroreflectivity standards in MQA for existing and new ground signs until April 1, 2025.
- After April 1, 2025, all MQA ground sign standards including retroreflectivity shall be in effect with the scheduled MQA cycles.
- The contractor is responsible for damaged signs beginning with the contract 'start date'. All other MQA criteria for signs other than retroreflectivity will be in effect on January 1, 2025.



## **Upcoming Corrections**

#### 27.4 Phased Performance Targets

Some MQA characteristics and elements do not currently meet the minimum performance target and require a work backlog to attain the minimum score. As a result, the contractor is not required to attain the minimum target score on select characteristics until a later calendar year. These select characteristics are clearly indicated in (Exhibit B, Tables 1-6) as a performance target followed by a calendar year in parentheses.

The contractor will provide separate pricing for the phased 'backlog' work in the Itemized unit prices for 'PHASED MAINTENANCE SERVICES' in Exhibit B.



## Available Supplemental Data

### https://www.tn.gov/tdot/engineering-operations-division/pbmc.html

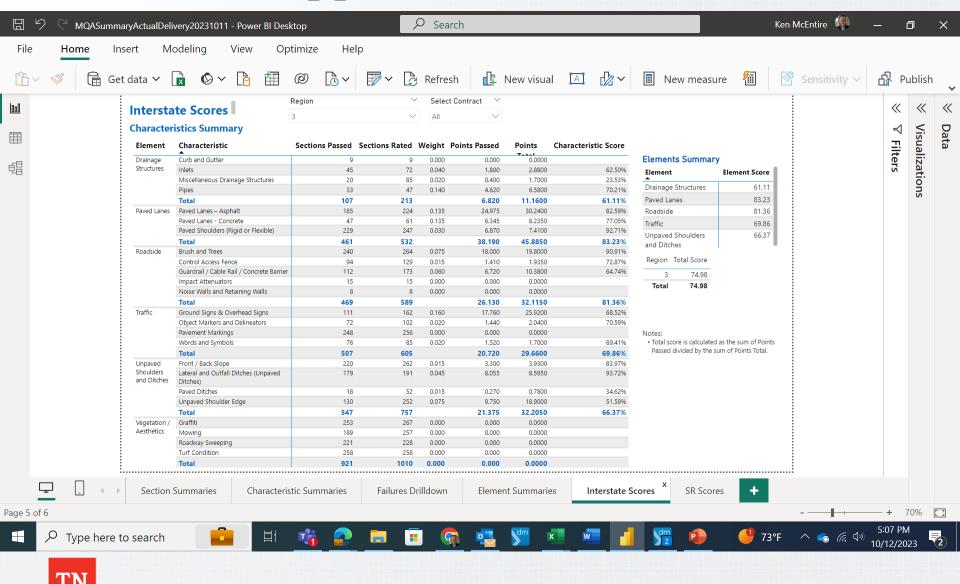
- Region 3 Interstate Sign inventory and replacement list
- Industry Forum Power Point and sign in sheet
- Link to TDOT Materials and Tests QPL and Producer List
- Link to MQA Baseline
- GIS Map of Asset Inventory
- TDOT MQA Field Manual
- R3 Lane Blockage Summary

#### To Be Uploaded:

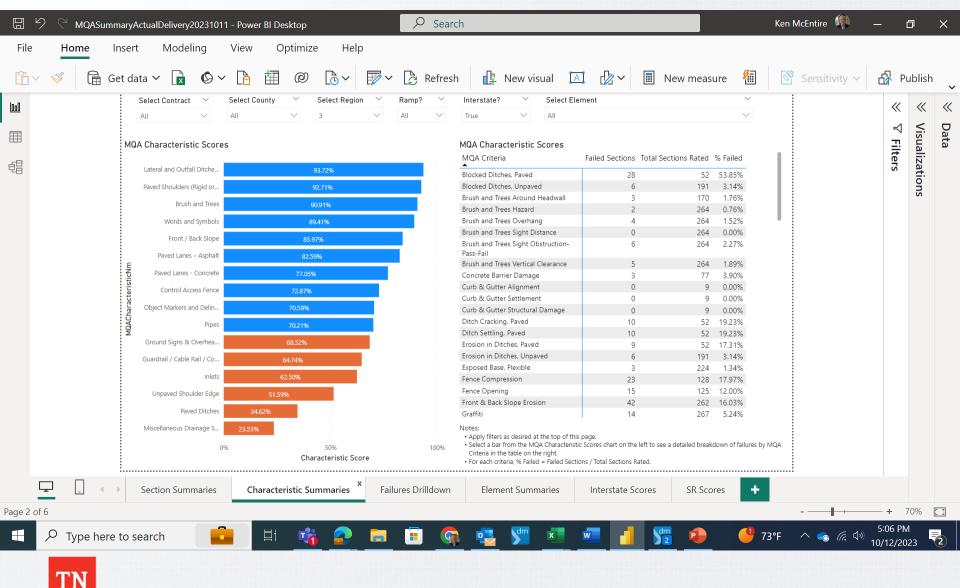
- GIS map of MQA sample sites with failure pictures
- Answers to questions submitted in writing by November 2, 2023, at 2:00 p.m. CT.
- Continue to check the above link for updates



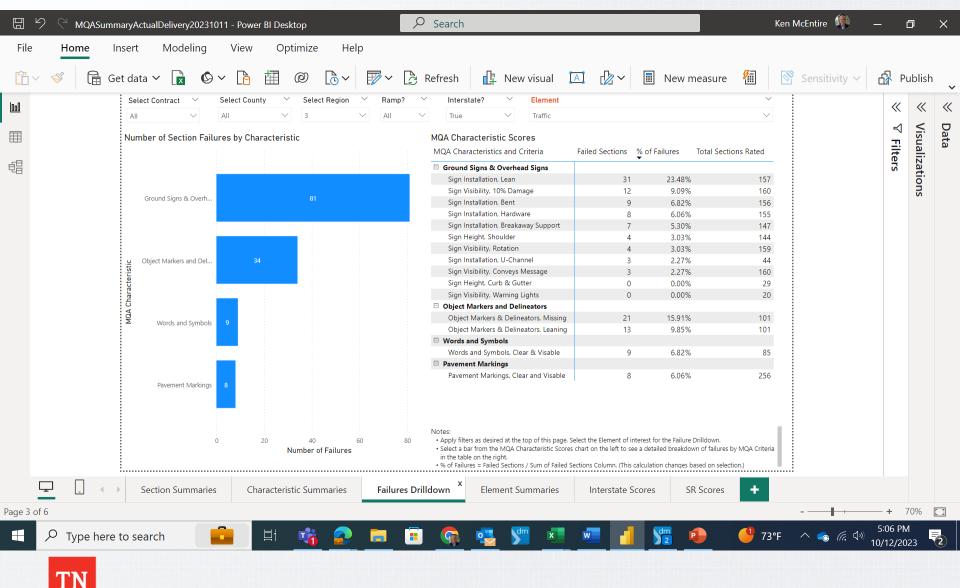
## Available Supplemental Data (cont.)



## Available Supplemental Data (cont.)



## Available Supplemental Data (cont.)



## Questions

### **Solicitation Coordinator**

#### **Daniel Leeson**

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Questions & Comments Deadline November 2, 2023, at 2:00 p.m. CT.





# Thank You!