



**Park and Ride Lot at I-66/Route 15 Interchange
UPC 109486
Pre-Proposal Meeting**

July 12, 2017

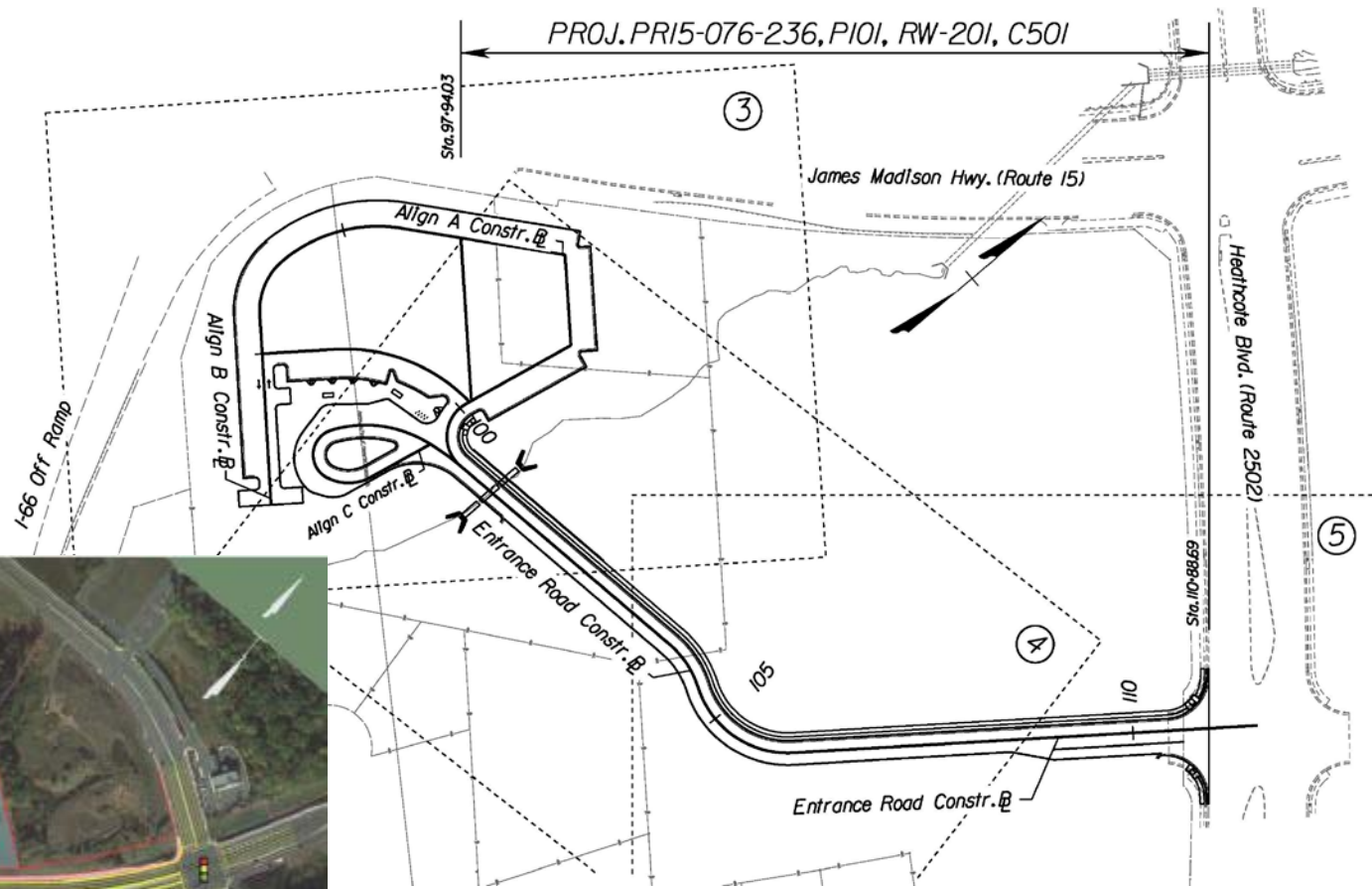
Christiana Briganti-Dunn, PE, CCM, NOVA Design-Build Program Manager
Mark Gibney, PE, PMP, NOVA Design-Build Project Manager
Sudha Mudgade, PE, PMP, APD Division Project Manager

Meeting Agenda

- **Project Overview**
- **Technical Requirements (Part 2)**
- **RFP Parts 1, 3 ,4, and 5**
- **Utility Scoping Meeting to follow**

Note: changes/additions to slides based on discussions at the meeting are shown in red text.

Project Location



**Park & Ride
Lot Location**

Project Goals

- **One of several initiatives of Transform 66 Congestion Mitigation Transportation Management Plan**
- **Provide a staging area for carpoolers and transit riders who will use I-66**
- **Mitigate congestion during construction of I-66 Outside the Beltway HOT Lanes**

Project Description

- **A Park & Ride Lot northeast of I-66/Route 15 Interchange**
- **Two-Lane Access Road**
- **Pedestrian and Bicycle Accommodations**
- **Parking Management System**
- **Drainage & Stormwater Management Facilities**
- **Bus Shelters, Bike Racks, and Bike Lockers**
- **Lighting at Heathcote Blvd and Park & Ride Lot**
- **Signing**
- **Pavement Markings, including re-stripping along Heathcote Blvd to provide turn bays**

References & Information

(Part 2, Section 2.1)

- 2.1.1 Standards & Specifications (complete list in RFP)**
- VDOT manuals, memos, and I&IMs
 - **AASHTO Guide for Park-and-Ride Facilities, 2nd Edition**, and other AASHTO Manuals/Guides
 - FHWA manuals
 - 2009 MUTCD
 - Virginia Supplement to the MUTCD
 - DCR (DEQ) publications
 - **Virginia Stormwater BMP Clearinghouse (See <http://vwrrc.vt.edu/swc/>)**
 - Many more as listed in the RFP; D/B to use the latest available of each as of RFP or Addenda Date

References & Information, cont.

(Part 2, Section 2.1)

- 2.1.2 RFP Information Package (complete list in RFP)**
- **Special Provisions & Special Provision Copied Notes – four specifically for Park & Ride Lot**
 - **RFP Conceptual Plans**
 - **Categorical Exclusion & other Environmental Docs**
 - **Survey and Utility Designation**
 - **Geotechnical Data Report**
 - **Preliminary Drainage & SWM Report**
 - **Traffic Data & Analysis**

2.2 Access/Entrance Road and Park & Ride Lot

- Access/Entrance Road and Park & Ride Lot design requirements are in Section 2.2 and Attachment 2.2 – Design Criteria Table
- Park & Ride Lot to include at least 230 spaces (9 ADA parking spaces), 2 bus bays, 2 bus shelters, bicycle racks and lockers, and kiss-and-ride (pickup/drop-off area)
- Access/Entrance Road is functionally classified as an Urban Local Road – GS-8 Design Standard, **20 mph minimum design speed.**

2.3 Structures & Bridges

- **There are no structures, bridges, or retaining walls anticipated for this Project.**

2.4 Environmental

- **A Categorical Exclusion was approved by FHWA on June 23, 2017**
 - **No effect on Cultural Resources**
 - **No use of Section 4(f) Resources**
 - **No Threatened & Endangered Species**
 - **No Noise Analysis or Barriers required**
 - **No Known Hazardous Materials (for Parcel 003)**
 - **Phase I ESA **may be** required for Parcels 001 and 002 (**clarification will be provided in an Addendum**)**
 - **Wetland Delineation in RFP Info Package**
 - **Final Air Study – no impacts**
 - **Construction Noise Limitations – RFP Part 5**

2.5 Survey



- **Preliminary field survey and utility data in RFP Info Package**
- **Design-Builder's to perform all surveying and utility designation necessary to design and construct the Project**
- **Advance notification of Property Owners required for data collection**
 - **Virginia Code § 33.1-94**
 - **Copies of letters and labels to be submitted to VDOT**
- **D/B to set R/W monuments and show on R/W plans**

2.6 Geotechnical

- **Geotechnical Engineering Data Report (GDR) in RFP Info Package**
- **Minimum Pavement Sections is in Part 2**
- **D-B's responsibility to validate and augment existing data and complete final design**
- **Unsuitable Materials expected**
- **Rock Blasting requirements in Section 2.6.4, if needed**

2.7 Hydraulics

- **Design-Builder shall provide final Drainage Design**
 - **Culverts, entrance pipes, open channels, storm sewers, adequate outfall analysis, etc.**
 - **Erosion & Sediment Control**
 - **Stormwater Management**
 - **VPDES Permit will be required**



2.8 Traffic Control Devices

- **Signs (Wayfinding and Parking Signage)**
 - Modify existing signs and sign structures; furnish and install all required temporary and permanent signs and sign structures.
- **Pavement Markings**
 - All required pavement markings, messages, and symbols per the MUTCD and VA Supplements, and 2016 R&B Specifications
- **Lighting**
 - At entrance at Heathcote Blvd (maintained by NOVEC)
 - For Park & Ride lot (maintained by Dominion Energy).

2.8 Traffic Control Devices, cont.

- **Parking Management System**
 - Infrastructure and equipment to provide real-time information about parking space availability, including:
 - CCTV Camera,
 - entrance/exit & ADA individual space counting technology
 - Dedicated Dynamic Message Sign (DDMS),
 - entrance delineator,
 - fiber connection to VDOT's existing fiber network on I-66,
 - field Ethernet switch,
 - surge protector, junction box(es), cabinet, and power.
 - System to collect, standardize, verify and distribute the information
 - To be tested in real time once Park & Ride Lot is open to traffic (“Interim Milestone”)

Interim Milestone – Parking Management System Testing

- Interim Milestone Completion Date: September **17**, 2018 (93 calendar days before Final Completion)
- Defined as “opening of the completed, inspected, and accepted Park and Ride Lot to the General Public and Transit Vehicles and starting the ITS/Parking Management System acceptance testing (allowing this test to be performed in real time).” **Installation of ITS devices must also be complete by 9/17/18, only testing to remain.**
- Acceptance Testing is for a continuous 60-day period.

2.9 MOT/Traffic Control

- **Lane and Road Closures Restrictions**
 - **Project is on new location, thus no lane closures anticipated**
 - **If required, however, lane closures shall be in accordance with Allowable Lane Closure table shown in RFP**
 - **Town of Haymarket Special Events listed in Section 2.9.2 - no lane closures allowed**

2.10 Public Involvement

- Present plans to Haymarket's Town Council and PWC
- One Public Information Meeting and other informal meetings (as needed or as requested)
- Pardon our Dust Meeting
- Provide VDOT information for website, media advisories, and traffic alerts:
 - Traffic Impacts/Closures
 - Schedule and Progress Updates
 - Photos
 - Contact Information
- Maintain a database of questions, complaints, and/or comments received from stakeholders and public
- Provide emergency contact list

2.11 Right of Way

- **D-B to provide all right of way acquisition services for fee simple R/W and easements**
- **Land rights costs will be paid by VDOT, and NOT included in the Offeror's Price Proposal**
- **Utility easements have not been identified or shown on RFP Conceptual Plans**
- **Parcel 003 was acquired as residue parcels for Interchange Project; needs to be shown as Prop. R/W; once approved by CTB, it will be removed from Property Management Inventory.**

2.12 Utilities



- **Design-Builder is responsible for the relocation of all utilities required for construction of the project**
- **No additional time or money will be granted for delays due to utility relocation conflicts**
- **Additional Details at Utility Scoping Meeting immediately following this presentation**

2.13 Quality Assurance/ Quality Control

- QA/QC Plans for both Design and Construction
- *Minimum Requirements for Quality Assurance & Quality Control on Design Build and Public-Private Transportation Act Projects, January 2012*
- VDOT to Review Submitted Plans in 21 Days
- Written Approval of Modifications to be attached to Plans Submitted.
- Lead QA Inspector - on-site full-time during construction
- **Note recent updates/additions to this Section.**

2.14 Project Documentation

- **Outside VDOT SharePoint Site**
 - **ITD-35E Form**
 - **ITD-36E Form**
- **Attachment 2.14.3 – Project File Index**
- **NOTE: No Field Office requirement**

Part 2 – Technical Requirements



VDOT Point of Contact

Sudha Mudgade, P.E., PMP

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Virginia Department of Transportation
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Richmond, VA 23219**

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Contract Documents

Five Parts -

- **Part 1 – Instructions for Offerors**
- **Part 2 – Technical Requirements**
 - **RFP Information Package**
- **Part 3 – Lump Sum Agreement**
 - **Exhibit 1 to Part 3**
- **Part 4 – General Conditions of Contract**
- **Part 5 – Division I Amendments to the Standard Specifications**

Note: Parts 3, 4, and 5 Template Documents (revised November 2016)

www.virginiadot.org/business/design-build.asp

Part 1 – Instructions to Offerors

Introduction

(Section 1.0)

- **Project Priority –**
 - **Cost – Best price for scope of work in RFP**
- **Estimated Contract Value - \$4,500,000**

Procurement Overview

(Section 1.2)

- **Single-Phase Low-Bid**
- **Responsive Offeror with the lowest Proposal Price within VDOT's budget will be awarded the contract**
- **Offeror must meet minimal qualifications**

Updates to Project Documents

Since this project is Single Phase, please monitor the APD Division RFP webpage for any addendums or additional information:

<http://www.virginiadot.org/business/request-for-proposals.asp>

Procurement Schedule & Project Milestones (Part 1, Section 2.3)

Pre-proposal Meeting	07/12/17
RFP Questions Due to VDOT	07/21/17
VDOT Response to Questions	07/28/17
Letter of Submittal (LOS)/Price Proposal Due Date	08/28/17
Open LOS/Price Proposals	08/31/17
Notice of Intent to Award	09/07/17
Post Notice Documents Submission	09/13/17
CTB Approval/Notice to Award	10/24/17
Contract Execution	11/29/17
Notice to Proceed	12/04/17
Interim Milestone Completion Date	09/17/18
Final Completion	12/19/18

* Offerors proposed early completion date(s) become the contractual completion date(s).

Contents of Proposals (Part 1, Section 4.0)

- **Letter of Submittal (Section 4.1)**
- **Attachments to Letter of Submittal (Section 4.2)**
- **Price Proposal (Section 4.3)**
- **Post Notice of Intent to Award Submittals (Section 4.4)**

Letter of Submittal (Part 1, Section 4.1)

- **C-78-RFP – Acknowledgment of RFP** (Section 4.0.1)
- **Declare Offeror's intent to enter into contract with VDOT & that offer will remain in effect for 120 days** (Section 4.1.3)
- **Identify Point of Contact for Offeror** (Section 4.1.4)
- **Identify Principal Officer for Offeror** (Section 4.1.5)
- **Identify Lead Contractor & Lead Designer** (Section 4.1.7)
- **Commit to achieving 16% DBE Goal** (Section 4.1.9)
- **Provide Interim/Final Completion dates** (Section 4.1.10)

Attachments to Letter of Submittal (Part 1, Section 4.2)

- **Affiliated and Subsidiary Companies** (Section 4.2.1)
- **Debarment Forms** (Section 4.2.2)
- **VDOT Prequalification Certificate** (Section 4.2.3)
- **Letter of Surety** (Section 4.2.4)
- **SCC and DPOR Registration Information for Businesses** (Section 4.2.5)
- **Work History Forms for Lead Contractor & Lead Designer** (Section 4.2.6)

Attachments to the Letter of Submittal , cont. (Part 1, Section 4.2)

Conceptual Park & Ride Lot and Access Roadway Plans:

- Lane widths
- Graded shoulder widths
- Sidewalk widths
- Horizontal curve data and associated design speeds
- Vertical curve data and associated design speeds
- Limits of disturbance
- Minimum pavement sections
- Cross slopes
- Parking Spaces, kiss-and-ride area, bus loop with bus bays
- Bus Shelters, Bicycle Racks & Lockers
- Stormwater management facilities
- Offerors Conceptual Plan must meet RFP requirements to be responsive

Price Proposal (Part 1, Section 4.3)

- **Proposal Price specified as a Lump Sum Amount**
- **Asphalt and Fuel Adjustments**
- **Proposal Guaranty (Form C-24)**
- **Sworn Statement Forms (C-104 & C-105)**
 - **Make sure submitted forms are complete and accurate!!**
 - **Providing inaccurate information or incomplete forms may render a Proposal non-responsive.**

Post Notice of Intent to Award Submittals (Part 1, Section 4.4)

- **Organizational Chart and Narrative**
- **Identify Offeror's Key Personnel**
 - Design-Build Project Manager
 - Quality Assurance Manager (PE)
 - Design Manager (PE)
 - Construction Manager (RLD and ESCCC)
- **SCC and DPOR Registration Information for Businesses**
- **DPOR Registration Information for Individuals**
- **Proposal Schedule and Narrative**
- **Schedule of Items**
- **Monthly Payment Schedule**
- **Escrow Proposal Documents**

Part 1 – Other Considerations

- **Conflict of Interest (Section 11.2)**
Firms listed below are not allowed to participate as a Design-Build team member:
 - Volkert, Inc.
 - Kimley Horn & Associates
- **On-the-job trainee goal is 4 individuals (Section 11.6)**

Parts 3, 4 and 5 – Template Documents and Exhibit 1 to Part 3

- **Liquidated Damages** (Part 3, Article 5.5)
 - Interim Completion - \$950/day
 - Final Completion - \$1,350/day
- **Identify asphalt and fuel adjustments if any**
- **Baseline schedule shall be due within 60 days of the Design-Builder's receipt of Notice to Proceed**
- **Scope Validation** (Part 4, Article 2.2)
- **Builder's Risk Insurance** (Part 5, Section 103.06)

Scope Validation Period (Part 4, Article 2.2)

Duration

- 90 days after the Design-Builder's receipt of Notice to Proceed as presented in Exhibit 1 to Part 3

Purpose

- Design-Builder to thoroughly review and compare the Contract Documents to site conditions
- Provide notification to VDOT of any concerns that could affect Price and Time that the Design-Builder could not have reasonably discovered prior to Agreement Date

Scope Validation Period (cont'd)

(Part 4, Article 2.2)

- **Design-Builder to notify VDOT before end of Period**
- **Within 21 days of notice, Design-Builder to provide:**
 - Assumptions made during proposal preparation that form basis for allegation
 - Explanation of defect, error or inconsistency in the RFP Documents
 - Identify the specific impact on price and time
- **Parties will meet and confer**
- **Article 10 provides relief if parties don't agree**
- **Burden of proof is on the part of the Design-Builder**
- **Key concept: could the scope issue be reasonably identified by the Design-Builder in proposal stage?**
- **Assumption of risk**

Parts 1, 3, 4 & 5 and Exhibit 1 to Part 3





**Park and Ride Lot at I-66/Route 15 Interchange
UPC 109486
Utility Scoping Meeting**

July 12, 2017

Rick Miller, Regional Utility Manager, Design/Build & Special Projects
Mark Gibney, PE, PMP, NOVA Design-Build Project Manager

Part 2, Section 2.12 Utilities

- **Known utilities in vicinity of Project:**
 - **Dominion Energy**
 - **NOVEC**
 - **Summit IG Fiber**
 - **VDOT Signals**
 - **Verizon South**

Part 2, Section 2.12 Utilities

- RFP Part 2 Utility Section
- Utility Plan Sheets

VDOT Utility Contact

Rick Miller

Regional Utility Manager ~ Design/Build & Special Projects

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Utilities

