395 Express Lanes Design-Build Project
Request for Qualifications

May 2, 2016

Transurban Project No.: P56025
FHWA Project No.: NHPP-395-4(189)
VDOT Project No.: 0395-969-205, P101, C501
## REVISION HISTORY

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<tr>
<th>Revision</th>
<th>Date</th>
<th>Author</th>
<th>Reviewer</th>
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<td>2 May 16</td>
<td>SM/JB</td>
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1 INTRODUCTION

Transurban (USA) Inc., on behalf of 95 Express Lanes LLC (“Concessionaire”), is issuing this Request for Qualifications (“RFQ”) to solicit Statements of Qualifications (“SOQ”) from teams of firms (“Offerors”) interested in contracting to serve as the Design-Builder for the 395 Express Lanes Design-Build Project (“Project”). The purpose of this RFQ is to solicit information that will enable the Concessionaire, in coordination with the Virginia Department of Transportation (“VDOT”) to determine which Offerors: (a) are best qualified to successfully execute the design and construction of the Project; and (b) will be invited to submit proposals in response to Concessionaire’s Request for Proposals (“RFP”).

Offeror’s SOQ will be rated and scored based upon the evaluation criteria established in this RFQ by the Concessionaire.

Each Offeror’s SOQ must meet all requirements established by this RFQ. Requirements of this RFQ generally will use the words “shall”, “will”, or “must” (or equivalent terms) to identify a required item that must be submitted with an Offeror’s SOQ. Failure to meet an RFQ requirement may render an Offeror’s SOQ non-responsive, while the extent to which an Offeror meets or exceeds evaluation criteria will be determined by the evaluation team and reflected in the team’s scoring (in their sole discretion) of each Offeror’s SOQ.

2 BACKGROUND INFORMATION

2.1 Project Overview

The Project is an 8 mile extension of the existing 95 Express Lanes in Fairfax County, the City of Alexandria, and Arlington County, Virginia. As shown in Figure 1, the Project will extend from the current northern terminus of the 95 Express Lanes at Turkeycock Run, near Route 236 (Duke Street) in the south, to the vicinity of Eads Street near the Pentagon in the north. Interstate 395 (I-395) currently operates with a variable three to four general purpose lanes in each direction and two barrier-separated reversible High-Occupancy Vehicle (HOV) lanes in the center of the roadway.

The primary objective of the Project is to convert the two existing HOV lanes on I-395 to three High Occupancy Toll (HOT) lanes, which can be used by HOV 3+ vehicles for free, and by other permitted vehicles for a fee (toll). The completed 395 Express Lanes will be subject to the same operating rules and regulations as the existing 95 Express Lanes, and when complete the two will operate as a single, fully-integrated Express Lanes facility. The combined facility will be operated and maintained as managed lanes by the Concessionaire under the terms of its existing Comprehensive Agreement Relating to the I-95 HOV/HOT Lanes Project.
In addition to the 395 Express Lanes it is currently anticipated that the Concessionaire will also be responsible for delivery of VDOT-planned improvements to the 395 southbound general purpose lanes between Duke Street (Route 236) and Edsall Road (Route 648). The Duke-Edsall Widening also includes modifications to Duke St. and Edsall Rd. interchanges and a new entry ramp from Duke St. to the southbound 395 general purpose lanes.

Additional details on the scope of the Project and anticipated work to be included in the Design-Build Contract are provided in the RFQ Information Package.

The Concessionaire’s current estimated contract value for the 395 Express Lanes portion of the Project is $200,000,000. VDOT’s estimated contract value for the Duke-Edsall Widening portion of the Project is $40,000,000. The total estimated Design-Build Contract value for the Project is $240,000,000.

2.2 Key Concessionaire Objectives

The successful Offeror is expected to support the key objectives established for the Project, which include:

Safety. The Concessionaire has a strong corporate commitment to exemplary safety performance and expects the Design-Builder to provide best in class industry safety practices to provide a safe working environment for workers and ensure the safety of road users.
Delivery Certainty. The Concessionaire is seeking a Design-Builder that will deliver Project cost and schedule certainty.

Communications and Stakeholder Management. The Concessionaire is committed to a comprehensive and robust communications and outreach program for the Project and the Design-Builder will be an active partner in the development and implementation of this program.

Maintenance of Traffic – The Concessionaire will require that the Design-Builder plan and execute its construction staging to minimize disruptions to general purpose and HOV lanes traffic, and ensure that the staging is coordinated and fully integrated with other adjacent works.

Innovation & Sustainability. The Concessionaire expects the Design-Builder to promote innovation and enhance sustainability in its design and construction approaches.

Coordination and Collaboration. The Concessionaire expects the Design-Builder to share its commitment to a collaborative problem solving approach and to proactively engage with the Concessionaire and other stakeholders to ensure successful outcomes. Design-Builder is also expected to cooperate and coordinate its work with other contractors on I-395 and adjacent roadways, including maintenance contractors and service authorities.

2.3 Offeror’s Scope of Work

The scope of work includes, among other things, all works required to complete the design and construction of the Project, including: (a) roadway and interstate widening; (b) survey; (c) structures and bridges, (d) environmental management, (e) geotechnical, (f) drainage and storm water management, (g) traffic control devices, (h) transportation management plan, (i) right-of-way, (j) utilities; (k) intelligent transportation systems, (l) tolling and traffic management systems, (m) sound walls; (n) sign structures, (o) lighting, (p) quality assurance and quality control, (q) safety, (r) public involvement and communications, (s) construction engineering and inspection, and (t) overall Project management. Offerors should note that all work performed on this Project shall be completed using English (US customary) Units.

The work will involve removal and disposal of existing materials, transporting materials and constructing new pavement, construction of sound walls, construction of Intelligent Transportation Systems (“ITS”) components and supporting infrastructure, construction of certain aspects of the Tolling and Traffic Management Systems (“TTMS”) roadside equipment, and transportation, handling, and constructing large and heavy structural components in combination with constructing, operating and dismantling of temporary works. Additionally, rehabilitation of existing structures and pavement, placement of new surfacing, and line marking will require careful staging to maintain traffic flow, coordination between adjacent sections, and maintaining existing TTMS operability during construction of the works.

Active and extensive coordination will be required with the Concessionaire, the Concessionaire’s affiliates and subcontractors, and VDOT, in order to fully integrate the proposed TTMS equipment and software.

An Interchange Modification Report (IMR) is currently being developed for the Project by VDOT. The IMR is expected to be submitted to the Federal Highway Administration (FHWA) in September 2016. A separate IMR for the Duke-Edsall Widening portion of the
Project is expected to be completed by September 2016. The Design-Builder will be required to meet all commitments included in the approved IMRs including, but not limited to the geometric design criteria and operational improvements. Additional information on the status of the IMRs will be provided with the RFP.

VDOT is currently preparing an Environmental Assessment (EA) document for the 395 Express Lanes portion of the Project to comply with the requirements of the National Environmental Policy Act (NEPA). A Draft EA is expected to be issued in August 2016 and a Final EA/NEPA decision for the Project is expected from FHWA in December 2016. Additional information will be provided with the RFP. A separate Categorical Exclusion (CE) for the Duke-Edsall Widening portion of the Project is expected to be issued in August 2016. The Design-Builder will be required to meet all environmental commitments included in the NEPA documents.

Environmental work shall address all items necessary for the acquisition of water quality and other permits in the name of the Design-Builder for the Project. Permanent noise mitigation shall be provided in compliance with the Virginia State Noise Abatement Policy and the Highway Traffic Noise Impact Analysis Guidance Manual. The final barrier location(s) and dimension(s) will be determined by the Design-Builder in approved locations based on the final design noise analysis. A final Noise Abatement Design Report (NADR) that covers all barrier locations shall be furnished by the Design-Builder.

The Design-Builder shall be responsible for the preparation of the Transportation Management Plan (TMP) in accordance with VDOT guidance and standards for all proposed work associated with the Project. The TMP shall document how traffic shall be managed during the construction of the Project. The Design-Builder shall coordinate all work in accordance with the TMP. The phases in the Design-Builder’s sequence of construction shall be followed unless the Design-Builder submits and secures VDOT approval for a sequence which will both expedite construction while lessening the effect of such construction upon the traveling public.

Right-of-way work includes all services necessary to acquire the right-of-way. The Offeror’s right-of-way team member shall be a VDOT prequalified right-of-way contracting consultant, and must include a VDOT prequalified Fee Appraiser and a VDOT prequalified Review Appraiser. All right of way acquisitions and relocations shall be performed in accordance with the VDOT Right of Way Manual and all applicable state and federal laws and regulations.

It is currently anticipated that the majority of work will be within the existing VDOT rights-of-way along I-395. However, should the Technical Requirements or the Design-Builder’s final design and construction approach require additional right-of-way and/or easement acquisitions (including for temporary staging and laydown areas), any such acquisitions shall be the responsibility of the Design-Builder. Responsibility for the costs of right-of-way acquisition will be specified in the RFP.

Utility work includes all items necessary to perform the relocations, adjustments and coordination of utilities. The Design-Builder shall be responsible for all costs associated with utility work.
Coordination will be required with the Concessionaire and Transurban (USA) Inc., in order to fully integrate the proposed TTMS equipment and associated computer systems and software. Furthermore, coordination of work time and lane closure restrictions will be required. The Design-Builder’s schedule will need to fully account for the Concessionaire’s, Transurban (USA) Inc.’s and VDOT’s schedule requirements.

Construction engineering and inspection work includes all items necessary for providing quality assurance and quality control in accordance with VDOT’s Minimum Requirements for Quality Assurance and Quality Control for Design-Build and Public-Private Transportation Act Projects (January 2012).

Required coordination with all third party stakeholders (including utility owners) necessary for the design and construction is the responsibility of the Design-Builder.

2.4 Procurement Overview of the Project

The Concessionaire will use a two-phase “best value” selection process for the selection of a Design-Builder for the Project. This RFQ represents the first phase in the selection process. Concessionaire intends to short-list the three (3) highest-ranked Offerors. Only the short-listed Offerors will be invited to submit proposals for the RFP.

The second phase of the selection process will entail the submission of a Letter of Submittal, Technical Proposal, and Sealed Price Proposal from each short-listed Offeror. The RFP will contain specific requirements for the Letter of Submittal, Technical Proposal and Sealed Price Proposals. THE RESPONSIVE AND RESPONSIBLE OFFEROR SUBMITTING THE BEST VALUE PROPOSAL FOR THE PROJECT, BASED ON THE CRITERIA DESCRIBED IN THE RFP WILL BE RECOMMENDED FOR AWARD.

Offerors are on notice that Concessionaire may, in its sole discretion, negotiate and award a Design-Build contract to an Offeror, if, upon a written determination, the Concessionaire determines that such Offeror is the only Offeror fully qualified to perform the proposed design-build contract, or that such Offeror is clearly more highly qualified than the others under consideration.

An overview of the procurement process is shown in Figure 2.
2.5 Proposed Contracting Approach

A Design-Build Contract for the Project will be entered into by the Concessionaire and the Design-Builder. The Design-Builder shall provide the personnel, resources and processes necessary to deliver the Project, including coordination with and integration of subcontractors. As shown in Figure 3, Transurban will provide the TTMS Integration services for the Project. The Design-Builder is to manage any required interfaces with its work and fully incorporate TTMS activities and milestones into its schedule. The final Interface Agreement will be included as an exhibit to the Design-Build Contract. A draft of the Interface Agreement between the Design-Builder and Transurban will be provided to short-listed Offerors with the RFP.

The Design-Build Contract will be based on the VDOT standard Design-Build Contract, with modifications made to reflect, among other things, the fact that Concessionaire, and not VDOT, is the counter-party to the Design-Builder. A draft of the Design-Build Contract will be provided to the short-listed Offerors with the RFP.

2.6 Schedule

Concessionaire currently anticipates conducting this procurement in accordance with the following list of milestones. This schedule is subject to revision and the Concessionaire reserves
the right to modify this schedule as it finds necessary, in its sole discretion.

<table>
<thead>
<tr>
<th>Action</th>
<th>Due Date &amp; Time</th>
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<tbody>
<tr>
<td>Issue RFQ</td>
<td>May 2, 2016</td>
</tr>
<tr>
<td>Project Information Meeting</td>
<td>May 10, 2016 at 1:30pm EST 7900 Westpark Drive, McLean, VA</td>
</tr>
<tr>
<td>VDOT DBE/SWaM Outreach</td>
<td>May 12, 2016 at 9:00am EST Fairfax Marriott at Fair Oaks 11787 Lee Jackson Memorial Highway Fairfax, VA</td>
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<tr>
<td>Deadline for Offeror Questions</td>
<td>May 31, 2016 at 3:00pm EST</td>
</tr>
<tr>
<td>Concessionaire Responses to Offeror Questions</td>
<td>June 10, 2016 at 3:00pm EST</td>
</tr>
<tr>
<td>SOQ Submission Due Date</td>
<td>June 16, 2016 at 3:00pm EST</td>
</tr>
<tr>
<td>SOQ Evaluation and Recommendations Complete</td>
<td>June 29, 2016</td>
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<tr>
<td>Short-List Notification to Offerors</td>
<td>July 1, 2016</td>
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<tr>
<td>Anticipated RFP Release Date</td>
<td>July 18, 2016</td>
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<tr>
<td>Technical Proposals Due Date</td>
<td>November 15, 2016 at 3:00pm EST</td>
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<td>Price Proposals Due Date</td>
<td>December 15, 2016 at 3:00pm EST</td>
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<td>Contractor Selection</td>
<td>December 30, 2016</td>
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<tr>
<td>Anticipated Limited NTP</td>
<td>February 15, 2017</td>
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<td>Anticipated NTP</td>
<td>March 31, 2017</td>
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2.7 Concessionaire’s Evaluation Team

An evaluation team will be appointed by Concessionaire to rate and score the SOQs. In addition to the appointed team, Concessionaire may use any appropriate technical resources, including VDOT personnel, to provide assistance in evaluating the SOQ submittals.

2.8 Concessionaire’s Point of Contact

Concessionaire’s point of contact for matters related to the RFQ shall be Sean Mallipudi. This is the only individual authorized to discuss this RFQ with any interested parties, including Offerors.

Name: Sean Mallipudi  
Title: Procurement Manager – US Business  
Address: 6440 General Green Way, Alexandria, VA 22312  
Phone: (571) 419-6136  
Email: SMallipudi@transurban.com
Offerors are not to contact VDOT personnel or consultants for information about this RFQ or the Project. Concessionaire will coordinate with VDOT as required to provide Offerors with responses to any questions submitted in accordance with Section 6.1.1 of this RFQ.

All communications with Concessionaire about the Project or this RFQ shall be in writing, as required by applicable provisions of this RFQ. The Concessionaire intends to utilize a web-based electronic procurement tool ("Ansarada") for all official communications about the Project or this RFQ. Offerors will be required to be registered with the Concessionaire in order to receive further information about the Project, this RFQ, or to submit questions. Registration instructions are available at http://www.395expresslanes.com/contracting-opportunities.

Concessionaire disclaims the accuracy of information derived from any source other than Concessionaire’s designated point of contact or via Ansarada, and the use of any such information is at the sole risk of the Offeror.

All written communications to Concessionaire from Offerors shall specifically reference the correspondence as being associated with “395 Express Lanes Project RFQ (Project No. P56025).”

2.9 RFQ Documents and Addenda

All RFQ Documents, and Addenda if any, will be made available and issued electronically via Ansarada. If there is any conflict between versions for any RFQ Documents or Addendum, the latest revision on Ansarada shall control. For instructions on use of Ansarada or technical support, Offerors may contact the Ansarada support team at (312) 638-2200.

An RFQ Information Package is available to interested Offerors via Ansarada at no cost. Instructions for retrieving this information have been provided with the Concessionaire’s confirmation of RFQ registration. The RFQ Information Package includes:

- 395 Express Lanes – Summary of Scope and Anticipated Work
- 395 Express Lanes – “In-Progress” Roadway Design Roll Plots
- 395 Express Lanes – “In-Progress” ITS Design Roll Plots
- Duke – Edsall Widening – Summary of Scope and Anticipated Work
- Design-Build Contract Insurance Requirements
- Tolling and TMS Scope Split Summary – Transurban and Design-Build Contractor
- Transurban Health, Safety and Environment Requirements for Construction Projects

Offerors shall note that the RFQ Information Package is being provided for informational purposes only and all documents included therein are subject to change. These documents are solely for the information of the Offeror, and are to be used by each Offeror at their own risk and as they deem appropriate.
2.10 Acknowledgment of Receipt of RFQ, Revisions, and/or Addenda

Offeror shall provide to Concessionaire theAcknowledgement of RFQ, Revisions, and/or Addenda set forth as Attachment A, signed by the Offeror’s Point of Contact or Principal Officer with submission of the SOQ, which will serve as acknowledgement that the Offeror has received this RFQ.

2.11 Project Information Meeting

Concessionaire will hold a Project Information Meeting for potential Offerors at the following address on the date and time set forth in Section 2.6:

Silverline Center
Conference Center (Ground Floor)
7900 Westpark Drive
McLean, Virginia

3 CONTENTS OF STATEMENTS OF QUALIFICATIONS

This Section describes specific information that must be included in the SOQ’s. The format for the presentation of such information is described in Section 5.2.

3.1 General

3.1.1 The RFQ phase of the procurement process is intended to enable Offerors to demonstrate their qualifications to successfully deliver the Project, and to enable Concessionaire to evaluate those qualifications to arrive at a short-list. Offerors are advised that the SOQ should include specific information that will demonstrate the qualifications and experience required by this RFQ. Offerors should note that it is not the intent of Concessionaire to receive Project-specific design or engineering recommendations as part of this RFQ.

3.1.2 The SOQ will consist of all information required under this Section. Offerors shall complete the SOQ Checklist (provided as Attachment B) and include it in their SOQs. The purpose of the SOQ Checklist is to aid the Offeror in ensuring all submittal requirements have been included in the Offeror’s SOQ and to provide a page reference indicating the location of each submittal requirement in the SOQ.

3.1.3 Offerors shall be aware that the Concessionaire reserves the right to conduct an independent investigation of any information, including prior experience, identified in an SOQ by contacting project references, accessing public information, contacting independent parties, or any other means. Concessionaire also reserves the right to request additional information from an Offeror during the evaluation of that Offeror’s SOQ.

3.1.4 If the Offeror has concerns about information included in its SOQ that may be deemed confidential or proprietary, the Offeror shall adhere to the requirements set forth in Section 11.3.
3.2  Letter of Submittal and Mandatory Factors

3.2.1  The Letter of Submittal shall be on the Offeror's letterhead and identify the full legal name and address of the Offeror. The Offeror is defined as the legal entity who will execute the Design Build Contract with the Concessionaire. The Letter of Submittal shall be signed by an authorized representative of the Offeror's organization. All signatures on the original Letter of Submittal shall be original and signed in ink.

3.2.2  Identify the name, title, address, phone numbers, and e-mail address of an individual who will serve as the Offeror's point of contact.

3.2.3  Identify the name, title, address, phone numbers, and e-mail address of the individual who will serve as the Offeror's principal officer. (e.g., President, Treasurer, Chairperson of the Board of Directors, etc.).

3.2.4  Identify whether the Offeror will be structured as a corporation, limited liability company, general partnership, joint venture, limited partnership or other form of organization, and identify the jurisdiction under which the Offeror is incorporated or registered. Identify the team members who will undertake financial responsibility for the Project and describe any liability limitations. If the Offeror is a limited liability company, partnership or joint venture, describe the bonding approach that will be used and the members of such organizations who will have joint and several liability for the performance of the work required for the Project. A single Performance Bond for 100 percent (100%) of the Design-Build Contract value and a single Payment Bond for 100 percent (100%) of the Design-Build Contract value shall be provided regardless of any co-surety relationship.

3.2.5  Identify the full legal name of the following: Lead Contractor, Lead Designer and ITS Designer for this Project. The Lead Contractor is defined as the Offeror that will serve as the prime (or general) Design Build Contractor responsible for overall construction of the Project and will serve as the legal entity who will execute the Design-Build Contract with Concessionaire. The Offeror may also elect to identify the specialized subcontractor(s) that will be responsible for the construction, installation, and testing of the ITS and TTMS elements included in the Design-Build Contract. The Lead Designer is defined as the prime design firm responsible for the overall design of this Project. The ITS Designer is the design firm responsible for the design of the ITS and TTMS elements included in the Design-Build Contract.

3.2.6  Provide the full legal name and address of all affiliated and/or subsidiary companies of the Offeror on the form provided as Attachment C. Indicate which companies are affiliates and which companies are subsidiaries. An affiliate shall be considered as any business entity which is closely associated to another business entity so that one entity controls or has power to control the other entity either directly or indirectly; or, when a third party has the power to control or controls both; or where one business entity has been so closely allied with another business entity through an established course of dealings, including but not limited to the lending of financial wherewithal, engaging in joint ventures, etc. as to cause a public perception that the two firms are one entity. Firms which are owned by a holding company or a third party, but otherwise meet the above conditions and do not have interlocking directorships or joint officers serving, are not considered to be affiliates.
If the Offeror does not have any affiliated and/or subsidiary companies, other than the Offeror’s legal business entity, indicate this on Attachment C.

The Offeror shall not submit more than one SOQ for this Project. If more than one SOQ is submitted by an individual, partnership, Corporation, or any party of a Joint Venture, then all SOQs submitted by that individual, partnership, Corporation or Joint Venture shall be disqualified. If more than one SOQ is submitted by an affiliate or subsidiary company of an individual, partnership, Corporation or any party of a Joint Venture, then all SOQs submitted by that individual, partnership, Corporation or Joint Venture shall be disqualified.

3.2.7 Execute and return the attached Certification Regarding Debarment Form(s) Primary Covered Transactions, set forth as Attachment D and Certification Regarding Debarment Form(s) Lower Tier Covered Transactions, set forth as Attachment E for the Offeror and any sub-consultant, subcontractor, or any other person or entity on the Offeror’s organizational chart included in the SOQ.

If the Offeror and any sub-consultant, subcontractor, or any other person or entity is unable to execute the certification, then prospective participant shall attach an explanation to its Certification Regarding Debarment Form(s). Failure to execute the certification will not necessarily result in rejection of a submission, but will be considered in determining the Offeror’s responsibility. Providing false information may result in federal criminal prosecution or administrative sanctions.

3.2.8 State the Offeror’s VDOT Highway Contractor prequalification number and current VDOT prequalification status in the Letter of Submittal. Provide an 8.5” x 11” copy of the Offeror’s VDOT prequalification evidence indicating the Offeror is currently prequalified in the appendix of the SOQ. The Offeror must be in good standing and prequalified to bid on the Project at the time of SOQ submittal.

In order to participate in the RFQ as a Joint Venture, all members of the Offeror’s team must provide their respective prequalification information as stated above. Evidence of VDOT Highway Contractor prequalification (in Electrical (018) and/or Traffic Management Systems (164) Work Classes) must also be provided for any named specialized subcontractors(s) that will be responsible for the construction, installation, and testing of the ITS and TTMS elements included in the Design-Build Contract.

3.2.9 Include a letter from a surety or insurance company (with a Best’s Financial Strength Rating of A minus and Financial Size Category VIII or better by A.M. Best Co.) in the appendix of the SOQ stating that the Offeror is capable of obtaining a performance and payment bond based on the current estimated Design-Build Contract value referenced in which bonds will cover the Project and a 24 month warranty period. The letter of surety shall clearly state the rating categorization noted above and reference the total estimated Design-Build Contract value for the Project (including the Duke-Edsall Widening portion) as identified in Section 2.1, in a manner similar to the notation provided below:

“As surety for [the above named Contractor], [XYZ Company] with A.M. Best Financial Strength Rating [rating] and Financial Size Category [Size Category] is capable of obtaining 100% Performance Bond and 100% Labor and Materials Payment Bond in the amount of the anticipated cost of construction, and said
bonds will cover the Project (including the Duke-Edsall Widening) and any warranty periods as provided for in the Contract Documents on behalf of the Contractor, in the event that such firm be the successful bidder and enter into a contract for this Project."

3.2.10 All business entities on the Offeror’s proposed team must comply with the law with regard to their organizational structure, any required registration with governmental agencies and/or entities, and any required governmental licensure, whether business, commercial, individual, or professional in nature, and nothing herein is intended to contradict, nor to supersede, State and Federal laws and regulations regarding the same. All business entities on the Offeror’s proposed team shall be eligible at the time of their SOQ submittal, under the law and relevant regulations, to offer and to provide any services proposed or related to the Project. All business entities on the Offeror’s proposed team shall satisfy all commercial and professional registration requirements, including, but not limited to those requirements of the Virginia State Corporation Commission (SCC) and the Virginia Department of Professional and Occupational Regulations (DPOR). Full size copies of DPOR licenses and SCC registrations, or evidence indicating the same, should be included in the appendix of the SOQ. Additionally, the following information should be provided on the form provided as Attachment F:

- The SCC registration information for each business entity on the Offeror’s proposed team. Provide the name, registration number, type of corporation and status.
- For this Project, the DPOR registration information for each office practicing or offering to practice any professional services in Virginia. Provide the business name, address, registration type, registration number and expiration date.
- For this Project, the DPOR license detailing for each Key Personnel practicing or offering to practice professional services in Virginia. Provide the name, the address, type, the registration number, expiration date and the office location where each Key Personnel member is offering to practice professional services in Virginia.
- For this Project, the DPOR license detailing those services not regulated by the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers, and Landscape Architects (i.e. real estate appraisal). Provide the name, address, type, the registration number, and the expiration date of the individual offering services in Virginia.

Failure to comply with the law with regard to those legal requirements in Virginia (whether federal or state) regarding your organizational structure, any required registration with governmental agencies and/or entities, and any required governmental licensure, whether business, individual, or professional in nature may render an Offeror’s SOQ, in the sole and reasonable discretion of the Concessionaire, non-responsive and in that event the SOQ may be returned without any consideration or evaluation.

3.2.11 Provide a written statement within the Letter of Submittal that the Offeror is committed to achieving at least a ten percent (10%) Disadvantaged Business Enterprises (DBE) and nineteen
percent (19%) Small, Women-owned, and Minority-owned Business (SWaM) participation goal for the entire value of the contract. These goals, based on the 95 Express Lanes Comprehensive Agreement, are currently under review by the Concessionaire and VDOT, and may be revised in the RFP.

3.3 Technical Factor – Team Personnel and Experience

The Offeror shall provide sufficient information to enable Concessionaire to understand and evaluate the qualifications and experience of the Offeror’s Team.

3.3.1 Provide the identity of and information about the Key Personnel listed below. Job duties and responsibilities of Key Personnel shall not be delegated to others for the duration of the Design-Build Contract. This information is to be provided on the Key Personnel Resume Form attached hereto as Attachment G. Resumes for individuals who are not identified as Key Personnel shall not be included in the SOQ.

A. **Design-Build Project Manager** – This individual shall be responsible for the overall Project design and construction and shall have the necessary expertise and experience required to supervise and exercise a degree of control of the Work. Work is comprised of all Design-Builder’s design, construction, quality management, contract administration and other services required by the Design-Build Contract, including procuring and furnishing all materials, equipment, services and labor reasonably inferable from the contract documents in a timely manner. The individual should be capable of answering questions/inquiries relevant to the Project. The Design-Build Project Manager shall be responsible for meeting the Design-Builder’s obligations under the Design-Build Contract and avoiding and resolving any disputes between the Concessionaire and the Design-Builder. This individual shall also coordinate any required public outreach, public meetings, and construction-related communications. Provide a current list of assignments and the anticipated duration of each assignment for all projects in which the Design-Build Project Manager is currently obligated.

B. **Safety Manager** – This individual shall be responsible for overall Project health and safety programs and shall have the necessary expertise and experience required to ensure compliance with applicable laws, the Design-Builder’s safety program, and the Concessionaire’s safety requirements. Provide a current list of assignments and the anticipated duration of each assignment for all projects in which the Safety Manager is currently obligated.

C. **Quality Assurance Manager** – This individual shall be from an independent firm that has no contractual relationship and no involvement in construction operations (to include QC inspection and testing) for the Project, and shall be responsible for the quality assurance (QA) inspection and testing of all materials used and work performed on the Project, to include monitoring of the Design-Builder’s quality control (QC) program. The Quality Assurance Manager will ensure that all work and materials, testing, and sampling are performed in conformance with the contract requirements, and the "approved for construction" plans and specifications. This individual shall be a registered, licensed, Professional Engineer in the Commonwealth of Virginia. Provide a current list of
assignments and the anticipated duration of each assignment for all projects in which the Quality Assurance Manager is currently obligated.

D. **Design Manager** – This individual shall be responsible for coordinating the individual design disciplines and ensuring the overall Project design is in conformance with the Design-Build Contract. The Design Manager shall be responsible for establishing and overseeing the design QA/QC program for all pertinent disciplines involved in the design of the Project, including, review of design, working plans, shop drawings, specifications, and constructability for the Project. This individual shall be a registered, licensed, Professional Engineer in the Commonwealth of Virginia. Provide a current list of assignments and the anticipated duration of each assignment for all projects in which the Design Manager is currently obligated.

E. **ITS Design Manager** – This individual shall be responsible for coordinating the design of the ITS and TTMS elements included in the Design-Build Contract (including, but not limited to the fiber optic network, electrical power, wiring and splicing, ITS and TTMS device installation, inspection and testing) and ensuring that the design of these elements is in conformance with the Design-Build Contract. The ITS Design Manager shall be responsible for establishing and overseeing a design QA/QC program for this portion of the work, including, review of designs, working plans, shop drawings, specifications, and constructability for the Project. This individual shall be a registered, licensed, Professional Engineer in the Commonwealth of Virginia. This individual shall report directly to the Design Manager. Provide a current list of assignments and the anticipated duration of each assignment for all projects in which the ITS Design Manager is currently obligated.

F. **Construction Manager** – This individual, who will be required to be on the Project site for the duration of construction operations, shall be responsible for managing the construction process, to include all QC activities to ensure the materials used and work performed meet contract requirements and the “approved for construction” plans and specifications. This individual shall hold a Virginia Department of Environmental Quality Responsible Land Disturber Certification and a VDOT Erosion and Sediment Control Contractor Certification or a statement shall be included indicating this individual will hold these certifications prior to the commencement of construction. Provide a current list of assignments and the anticipated duration of each assignment for all projects in which the Construction Manager is currently obligated.

G. **ITS Construction Manager** – This individual shall serve as the Design Builder’s lead ITS manager during construction and shall be responsible for the installation and testing of ITS and TTMS equipment that is the Design-Builder’s responsibility (including, but not limited to the fiber optic network, electrical power, wiring and splicing, ITS and TTMS device installation, inspection and testing) and ensuring that all ITS and TTMS elements are delivered in accordance with the approved designs and the Design-Build Contract. The ITS Construction Manager shall also be responsible for managing the necessary interfaces with Transurban (USA) Inc. required to complete the TTMS Integration. Provide a current list of assignments and the anticipated duration of each assignment for all projects in which the ITS Construction Manager is currently obligated.
Evaluation Criteria for 3.3.1: Extent to which the qualifications and experience of each of the Key Personnel demonstrates their role, responsibility, and specific job duties as it relates to the needs of this Project (as specified in Section (g) of Attachment G). For each position, Offerors Key Personnel will be evaluated based on the qualifications, experience, and past performance in similar roles on projects of similar size, scope and complexity. The resume should provide confidence to the Concessionaire that the Project and risks will be effectively managed through personal competence, accountability and availability to successfully deliver the Project. Concessionaire reserves the right to consider as part of the evaluation of the Key Personnel their availability and/or performance on past projects, including those of VDOT, through review of project records and reference checks.

3.3.2 Furnish an organizational chart showing the “chain of command” of all companies, including individuals responsible for pertinent disciplines, proposed on the Offeror’s team. Identify major functions to be performed and their reporting relationships in managing, designing and constructing the Project and as required in Section 3.3.1. The organizational chart should show a clear separation and independence between the Quality Control (QC) and Quality Assurance (QA) programs for construction activities. This includes separation between QA and QC inspection and field/ laboratory testing in accordance with the Minimum Requirements for Quality Assurance and Quality Control on Design Build and P3 Projects (January 2012). The organization chart shall (if known) identify any planned subcontractors, suppliers or vendors, their respective roles and responsibilities, and reporting relationships. Key Personnel and the firms designated as the Lead Contractor, Lead Designer, and ITS Designer shall be noted. Offerors may identify in the organization chart specialized consultant(s) or subcontractor(s) that will be responsible for key elements of the Work.

Additionally, furnish a narrative describing the functional relationships and communication among participants, including design and construction team, interaction throughout the Project. The organizational chart and narrative should demonstrate a clear approach to TTMS integration with Transurban (USA) Inc.

Evaluation Criteria for 3.3.2: Extent to which the organizational chart and narrative includes pertinent disciplines required for the Project and demonstrates a well-integrated organization throughout the design and construction of the Project. Furthermore, the reporting relationships are presented clearly with logical and appropriate reporting lines incorporating all aspects of management, design and construction for the Project, including Concessionaire and third parties, supporting effective communication and providing confidence to Concessionaire that the Project will be delivered in accordance with the contract requirements. A clear separation is shown between QA and QC programs for construction activities. Concessionaire reserves the right to consider as part of the evaluation of the Offeror’s organizational structure, the Offeror’s ability to keep their team intact and retain Key Personnel for the duration of the procurement and throughout construction on past projects, including those of VDOT, based a review of project records and reference checks. Extent to which organizational chart and narrative demonstrates cohesive approach to TTMS coordination and integration.
3.4 Technical Factor – Team Organization and Experience

Provide sufficient information to enable Concessionaire to understand and evaluate the experience of the Offeror’s team on projects of similar scope, scale and complexity. The Offeror should respond to the following:

3.4.1 Identify on the Contractor Work History Form (Attachment H) three (3) relevant projects by the Lead Contractor for this Project as identified in Section 3.2.5, focusing on what the Offeror considers most relevant in demonstrating the Lead Contractor’s qualifications to serve as the Lead Contractor for this Project. If work identified on the Lead Contractor Work History Form was performed by an affiliated or subsidiary company of the Lead Contractor, explain the justification for utilizing an affiliated or subsidiary company to satisfy the relevant project experience on this Project and the control the Lead Contractor will exercise over the affiliated or subsidiary company on this Project. Additionally, identify the full legal name of the affiliated or subsidiary company, describe their role on this Project, indicate their responsibilities on the organizational chart and discuss how the Lead Contractor will be responsible for the work performed by the affiliated or subsidiary company on this Project. For all projects, identify the prime design consultant responsible for the overall project design of the projects listed on the Contractor Work History Form. A narrative description should be included on the Work History Forms for each project.

3.4.2 Identify separately on the Contractor Work History Form (Attachment H), two (2) relevant projects where the Lead Contractor was responsible for the construction, installation, and testing of ITS and TTMS elements for projects of a similar scope, size and complexity including the management of specialized subcontractors. The role and responsibilities of the Lead Contractor and any specialized subcontractor(s) utilized shall be identified. For all projects, identify the design consultant responsible for the ITS and TTMS elements. A narrative description should be included on the Work History Forms for each project.

3.4.3 Identify on the Designer Work History Form (Attachment I) three (3) relevant projects by the Lead Designer for this Project as identified in Section 3.2.5, focusing on what the Offeror considers most relevant in demonstrating the Lead Designer’s qualifications to serve as the Lead Designer for this Project. For all projects, identify the prime/ general contractor responsible for overall construction of the projects listed on the Lead Designer Work History Form. A narrative description should be included on the Work History Forms for each project.

3.4.4 Identify on the Designer Work History Form (Attachment I) three (3) relevant projects by the ITS Designer for this Project as identified in Section 3.2.5, focusing on what the Offeror considers most relevant in demonstrating the ITS Designer’s qualifications to serve as the ITS Designer for this Project. For all projects, identify the prime/ general contractor responsible for overall construction of the projects listed on the Designer Work History Form. A narrative description should be included on the Work History Forms for each project.

Evaluation Criteria for 3.4.1 – 3.4.4: Extent to which the Offeror’s team experience provided in the Contractor and Designer Work History Forms demonstrates the successful delivery of relevant design-build projects with similar scope, scale and complexity. In particular, the Concessionaire will evaluate an Offeror’s experience in designing and constructing urban roadways and interstates and experience with the installation and integration of tolling and/or
traffic management systems on such projects. Both the individual firm performance history and the Offeror’s team’s collective experience working together will be considered.

3.5 Technical Factor – Occupational Health and Safety Management Experience

Concessionaire has an ongoing commitment to environmental, sustainability and safety best practices, and it is expected that services will be delivered to support these principles. In meeting these principles, the Offeror will operate in accordance with a formal Occupational Health and Safety Management System (OHSMS) that complies with applicable federal and state occupational health and safety laws, including (at a minimum) documented policies and processes addressing:

- Formal hazard and risk assessment;
- Maintenance of safety records;
- Timely and thorough incident and safety reporting; and
- Incident investigation, root cause analysis and corrective action.

Concessionaire strongly encourages its contractors to maintain a light-duty (or modified work duty) policy. Concessionaire only requires that contractors have a policy in place providing that light-duty is available whenever it will be beneficial to the worker and practical for the company to implement. Concessionaire does not require that its contractors guarantee light-duty. Full responsibility for determination of when light-duty can be provided, and management of the process, rest with the licensed medical professional and the worker’s employer.

The Offeror’s Occupational Health and Safety Management System should, to the extent applicable, be consistent with the Concessionaire’s Safety Policy, OHS Policy Contractor Occupational Health and Safety Management Procedures. Further information and guidance on Concessionaire’s Health and Safety requirement and copies of applicable policies and procedures are provided in the RFQ Information Package.

3.5.1 Provide sufficient information to enable Concessionaire to understand and evaluate the Offeror’s Health & Safety program and demonstrate the Offeror’s understanding of the Project’s safety requirements. Offeror shall provide to Concessionaire a completed OHS Contractor Qualifications Form (TUSA-FOR-040) provided as Attachment J, as well as the most current documentation regarding:

- Any notice of violations (NOV) from regulatory agencies (including environmental) in the past five years
- Current Workers’ Compensation Experience Modifier Rate (EMR)
- OSHA Recordable Injury Rate for previous three years (number of OSHA Recordable Injuries multiplied by 200,000 then divided by the number of hours worked)
- Lost Time Injury Rate for previous three years (number of OSHA Lost Time Injuries multiplied by 200,000 then divided by the number of hours worked)

For the EMR, OHSA Recordable Injury Rate, and Lost Time Injury Rate data, Offerors must provide copies of completed OSHA Form 300A (Summary of Work-Related Injuries and Illnesses) to verify its performance history for the past three (3) years.
In addition, Offerors shall submit a narrative description of the project-specific safety program that will be used during the design and construction of the Project. If a corporate safety program is to be adopted by the Offeror, an explanation of how this will be applied to all members of the Offeror’s team shall be provided. In addition, the narrative shall describe successful safety initiatives and best practices used by the Offeror on similar projects and how they contributed to a reduction in the frequency and severity of losses shall be described.

**Evaluation Criteria for 3.5.1:** Extent to which the Offeror’s Occupational Health and Safety Management System meets the Concessionaire’s policies and requirements; the quality and comprehensiveness of the safety program to be adopted by Offeror, and past safety performance of the Offeror on projects of similar scope, size and complexity.

### 3.6 Technical Factor – Project Risks

Provide sufficient information to enable Concessionaire to understand and evaluate the Offeror’s understanding of the Project’s risks.

3.6.1 Identify and discuss three critical risks for this Project, focusing on what the Offeror’s team considers the most relevant and critical to the success of this Project. Provide a narrative for each risk that describes why the risk is critical, indicates the impact the risk will have on the Project and discusses the mitigation strategies the Offeror’s team may implement to address the risk. Describe the role that the Offeror expects Concessionaire or other agencies may have in addressing these Project risks.

**Evaluation Criteria for 3.6.1:** Extent to which the Offeror has identified critical Project risks, explained the impact of each risk and developed an appropriate mitigation strategy that will ensure the successful delivery of the Project and will minimize the likelihood of additional efforts needed by Concessionaire or other agencies.

### 3.7 Technical Factor – Project Labor Strategy

Provide sufficient information to enable Concessionaire to understand and evaluate the Offeror’s labor strategy in light of potential challenges to attract skilled construction crafts in the Metropolitan Washington D.C. construction market considering the large volume of similar infrastructure projects happening at the same time (e.g., I-66 Outside the Beltway, I-66 Inside the Beltway, Dulles Corridor Metrorail Project - Phase 2, Purple Line LRT, 95 Express Southern Extension and the Route 630 (Courthouse Road) Interchange).

3.7.1 Identify and discuss the Offeror’s strategy for this Project to address craft training, worker benefits, and critical skills retention focusing on what the Offeror’s team considers the most relevant to the success of this Project. Provide a narrative that describes the criticality of having a coordinated labor strategy for the Project’s success and discusses the measures the Offeror’s team may implement to address potential challenges and ensure an adequate supply of skilled labor.

**Evaluation Criteria for 3.7.1:** Extent to which the Offeror has developed a comprehensive labor resourcing strategy for the Project that will ensure quality workmanship and the successful delivery of the Project.
3.8 Technical Factor – Innovation and Sustainability

Provide sufficient information to enable Concessionaire to understand and evaluate the Offeror’s approach to innovation and sustainability and demonstrate Offeror’s prior experience in these areas.

3.8.1 Offeror shall submit a narrative description of past performance in the following areas, including examples of relevant experience and application on interstate roadway or managed lane projects of a similar scope, scale and complexity:

- Use of innovative design and construction methods on similar projects that delivered added value for owners and users
- Partnerships with communities and stakeholders that improved project delivery
- Reductions in environmental impacts
- Use of award-winning sustainability solutions on similar projects
- Experience with the Envision framework for evaluating and rating the community, environmental, and economic benefits infrastructure projects.

In addition, Offeror shall identify any on-going corporate commitments or established programs used by the Offeror to promote innovation and sustainability including examples of current initiatives on other interstate roadway or managed lanes projects.

Evaluation Criteria for 3.8.1: Extent to which the Offeror has demonstrated a commitment to innovation and sustainability, and prior experience in utilizing such approaches on interstate roadway or managed lane projects of a similar scope, scale and complexity.

4 EVALUATION

Concessionaire will rate and score (in their sole discretion) each Offeror’s Statements of Qualifications based upon the evaluation criteria found in this RFQ. Failure to meet all of the RFQ requirements may render a SOQ non-responsive, while the extent to which an Offeror meets or exceeds evaluation criteria will be reflected in the scoring of the Statements of Qualifications submitted by Offerors.

In its sole discretion, Concessionaire may hold interviews, ask written questions of the Offerors, seek written clarifications, conduct discussions on the SOQs and solicit updated SOQs during the evaluation and short-listing process.

4.1 Statement of Qualifications Evaluation Factors

The Statements of Qualifications will be evaluated based upon the following Evaluation Factors.

4.1.1 The Letter of Submittal and Mandatory Factors required by Section 3.2 will be evaluated on a “Pass/Fail” basis. This determination will be made using the following criteria:

- **PASS** - Offeror has submitted the mandatory information in accordance with the RFQ requirements and provided the required legal and financial documentation.
• **FAIL** - Offeror has not submitted the mandatory information in accordance with the RFQ requirements and/or has not provided the required legal and financial documentation.

If an Offeror receives a rating of “FAIL” for any Mandatory Factor, Concessionaire may find such SOQ to be non-responsive. Further consideration of that Offeror’s SOQ is solely at the Concessionaires discretion.

4.1.2 The Technical Factors will be evaluated based on the weighting listed below.

<table>
<thead>
<tr>
<th>Section</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3 Team Personnel and Experience</td>
<td>30%</td>
</tr>
<tr>
<td>3.4 Team Organization and Experience</td>
<td>30%</td>
</tr>
<tr>
<td>3.5 Occupational Health and Safety Experience</td>
<td>15%</td>
</tr>
<tr>
<td>3.6 Project Risks</td>
<td>15%</td>
</tr>
<tr>
<td>3.7 Project Labor Strategy</td>
<td>5%</td>
</tr>
<tr>
<td>3.8 Innovation and Sustainability</td>
<td>5%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

4.1.3 Each evaluation factor has been assigned a maximum number of points or rating weight that demonstrates its relative importance. The total score will be determined as follows:

(a) For each factor, the evaluation team will assign a numerical score based on a 1-10 scale.

(b) The score for each section will be multiplied by the associated weight percentage and rounded to the nearest one hundredth of a point.

(c) The scores for each section in (b) above will be added together. This score will be the total score of the SOQ.

Evaluation and scoring will be in accordance with VDOT’s *Design-Build Evaluation Guidelines (Revised May 2014)*. A sample SOQ Score Sheet has been provided for reference in Attachment K.

5 **STATEMENT OF QUALIFICATIONS SUBMITTAL REQUIREMENTS**

This section describes the requirements that all Offerors must satisfy in submitting Statements of Qualifications. Failure of any Offeror to submit its SOQ in accordance with this RFQ may result in rejection of its Statements of Qualifications.
5.1 Due Date, Time and Location

Statements of Qualifications are to be submitted electronically via the Concessionaire’s e-procurement tool (Ansarada), and additional hard copies delivered to the address below by the date and time set forth in Section 2.6:

Electronic submittals are required to be posted to Project site on Ansarada in the designated folder for each Offeror. All hard copy submissions, including hand-delivered packages, US Postal Service regular mail, US Postal Service express mail, or private delivery service (FEDEX, UPS, courier etc.) must be delivered to the following individual at the following address by the due date and time set forth in Section 2.6:

Transurban
Attention: Sean Mallipudi
6440 General Green Way
Alexandria, VA 22312

Reference: 395 Express Lanes Design-Build Project RFQ (Project No. P56025)

Neither fax nor email submissions will be accepted. Offerors are responsible for effecting delivery by the deadline above, and late submissions will be rejected without opening, consideration, or evaluation, and will be returned unopened to the sender. Concessionaire accepts no responsibility for misdirected or lost SOQs.

5.2 Format

The SOQ format is prescribed below. If Concessionaire determines that an SOQ does not comply with or satisfy the requirements of this Section, Concessionaire may find such SOQs to be non-responsive.

5.2.1 A sealed parcel containing the Statements of Qualifications shall be submitted on the due date and time set forth in Section 2.6. If the sealed Statements of Qualifications is not submitted on or before the above specified date and time, then the Offeror shall be deemed non-responsive and disqualified from further participation in the procurement for this Project. Parcels shall be clearly marked to identify the Project and the Offeror, and to identify the contents as the SOQ.

5.2.2 The SOQ shall be:

a) Prepared on 8.5" x 11" white paper (The Work History Forms shall be prepared on 11" x 17" paper, but must be folded to 8.5" x 11")

b) Typed on one (1) side only

c) Separated by numbered tabs with sections corresponding to the order set forth in Section 3. The numbered tabs shall not count against the referenced page limit, provided that no project specific information is included on them.

All printing, except for the front cover of the SOQ, should be with a font of 12-point (10 point font may be used for filling out information on the Key Personnel Resume Form and the Work History Forms).
The format and appearance, including existing text, of the Key Personnel Resume Form and the Work History Forms should not be modified. The Key Personnel Resume Forms shall not exceed two (2) pages for each Key Personnel. The Work History Forms shall not exceed two (2) pages per project for the Lead Contractor, Lead Designer, and ITS Designer.

5.2.3 Each Offeror shall deliver one (1) original paper version of the Statement of Qualifications, with full supporting documentation, which must bear original signatures, and also one electronic copy containing the entire SOQ in a single cohesive Adobe PDF file.

The original SOQ shall be securely bound and contained in a single volume, with an identity on its front cover, in the upper right-hand corner, as “Original.” Three ring binders are not permissible.

The original SOQ and electronic copy shall include:

- Letter of Submittal
- Evaluation Criteria:
  - Team Personnel and Experience
  - Team Organization and Experience
  - Occupational Health and Safety Experience
  - Project Risks
  - Project Labor Strategy
  - Innovation and Sustainability
- Key Personnel Resume Forms (Attachment G)
- Work History Forms (Attachments H and I)
- OHS Contractor Qualification Form (Attachment J)
- SOQ Checklist (Attachment B)
- Acknowledgement of RFQ, Revision and/or Addenda (Attachment A)
- List of Affiliated and Subsidiary Companies (Attachment C)
- Debarment Forms (Attachments D and E)
- Offeror’s VDOT Prequalification Certificate
- Surety Letter
- SCC and DPOR Information Tables (Attachment F)
- Full-size SCC and DPOR supporting registration/license documentation

The SOQ narrative shall be no more than twenty-five (25) pages total. Page number references should be included in the lower right hand corner on each page of the SOQ. Concessionaire
will remove and discard all pages in excess of the stipulated page limit. Animated videos/ motion pictures are prohibited. Completed forms (Attachments A – J) and supporting documentation shall not be counted against the specified page limit.

Each Offeror shall also deliver ten (10) abbreviated paper copies of the original Statements of Qualifications. Each abbreviated copy of the SOQ shall be securely bound and contained in a single volume, with an identity on its front cover, in the upper right-hand corner, as “Copy __ of 10 Copies.” Three ring binders are not permissible.

Each abbreviated copy of the SOQ shall include identical copies of the following information that was included in the original SOQ:

- Letter of Submittal
- Evaluation Criteria
  - Team Personnel and Experience
  - Team Organization and Experience
  - Occupational Health and Safety Experience
  - Project Risks
  - Project Labor Strategy
  - Innovation and Sustainability
- Key Personnel Resume Forms (Attachment G)
- Work History Forms (Attachments H,I,J and K)
- OHS Contractor Qualification Form (Attachment L)

6 QUESTIONS AND CLARIFICATIONS

6.1.1 All questions and requests for clarification regarding this RFQ shall be submitted to Concessionaire electronically using the e-procurement tool (Ansarada). Use of e-mail for questions is not acceptable. No requests for additional information, clarification or any other communication should be directed to any other individual. Offerors shall not contact VDOT personnel or consultants with questions regarding this RFQ or the Project. No oral requests for information will be accepted.

6.1.2 All questions or requests for clarification must be submitted by the due date and time set forth in Section 2.6. Questions or clarifications requested after such date and time will not be answered, unless Concessionaire elects, in its sole discretion, to do so.

6.1.3 Concessionaire’s responses to questions or requests for clarification shall be in writing, and will be accomplished by an Addendum to this RFQ or by providing such responses to Offerors via Ansarada. Concessionaire will not be bound by any oral communications, or written interpretations or clarifications that are not issued in writing or set forth in an Addendum.
6.1.4 Concessionaire, in its sole discretion, shall have the right to seek clarifications from any Offeror to fully understand information contained in the SOQs and to help rate and score the Offerors.

7 RIGHTS AND OBLIGATIONS OF CONCESSIONAIRE

7.1 Reservation of Rights

In connection with this procurement, the Concessionaire reserves to itself all rights available to it under applicable law, including without limitation, the following, with or without cause and with or without notice:

- The right to cancel, withdraw, postpone or extend this RFQ or the subsequent RFP in whole or in part at any time prior to the execution by Concessionaire of the Design-Build Contract, without incurring any obligations or liabilities.
- The right to issue a new RFQ.
- The right to reject any and all submittals, responses and proposals received at any time.
- The right to modify all dates set or projected in this RFQ.
- The right to terminate evaluations of responses received at any time.
- The right to suspend and terminate the procurement process for the Project, at any time.
- The right to revise and modify, at any time prior to the RFP submittal date, factors it will consider in evaluating responses to this RFQ and the subsequent RFP and to otherwise revise its evaluation methodology.
- The right to waive or permit corrections to data submitted with any response to this RFQ until such time as Concessionaire declares in writing that a particular stage or phase of its review of the responses to this RFQ has been completed and closed.
- The right to issue addenda, supplements, and modifications to this RFQ, including but not limited to modifications of evaluation criteria or methodology and weighting of evaluation criteria.
- The right to permit submittal of addenda and supplements to data previously provided with any response to this RFQ until such time as Concessionaire declares in writing that a particular stage or phase of its review of the responses to this RFQ has been completed and closed.
- The right to hold meetings and conduct discussions and correspondence with one or more of the Offerors responding to this RFQ to seek an improved understanding and evaluation of the responses to this RFQ.
• The right to seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to the RFQ, including the right to seek clarifications from Offerors.

• The right to permit Offerors to add or delete firms and/or key personnel until such time as Concessionaire declares in writing that a particular stage or phase of its review has been completed and closed.

• The right to add or delete Offeror responsibilities from the information contained in this RFQ or the subsequent RFP.

• The right to appoint and change appointees of any evaluation team.

• The right to use assistance of technical and legal experts and consultants in the evaluation process.

• The right to waive deficiencies, informalities and irregularities in an SOQ, accept and review a non-conforming SOQ or seek clarifications or supplements to an SOQ.

• The right to disqualify any Offeror that changes its submittal without Concessionaire approval.

• The right to change the method of award between the advertisement of the RFQ and the advertisement of the RFP.

• The right to respond to all, some, or none of the inquiries, questions and/or requests for clarification received relative to the RFQ.

• The right to use all or part of an unsuccessful short-listed Offeror’s proposal that accepts a Proposal Payment.

7.2 Concessionaire Not Obligated for Costs of Proposing

Concessionaire assumes no obligations, responsibilities, and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to and/or responding to this RFQ, or the subsequent RFP. All of such costs shall be borne solely by each Offeror and its team members. Notwithstanding the above, Concessionaire intends to provide those short-listed Offerors who submit a responsive proposal to the RFP, but who are not awarded the Design-Build Contract, a Proposal Payment in consideration for ownership of the information provided in the proposal. Concessionaire anticipates the value of the Proposal Payment will be fifty thousand dollars ($50,000). The terms for receiving such Proposal Payment will be identified in the RFP.

8 PROTESTS

The following represents an Offeror’s sole recourse against the Concessionaire for any protests or challenges with respect to this RFQ.

Protests regarding the requirements or form of this RFQ must be received by the Concessionaire’s point of contact not later than fifteen (15) calendar days prior to the established date for Concessionaire’s receipt of the SOQs, except that an initial protest that
arises under an amendment to this RFQ may be filed up to four (4) calendar days after the date the amendment was issued, but in no case after the date for receipt of the RFQ. Protests regarding the Concessionaire’s shortlist decision must be received by the Concessionaire’s point of contact no later than five (5) calendar days after the Concessionaire has notified Offeror of its shortlist decision. All protests shall be in writing, and submitted to the Concessionaire’s point of contact by hand-delivery or registered mail. The written protest shall be concise and logically presented to facilitate review, and include the basis for the protest and the relief sought. No protest shall be allowed for a claim that one or more of the Shortlisted Offerors is not a responsible bidder. Failure to substantially comply with any of the requirements in this RFQ, including requirements related to protests, may be grounds for dismissal of the protest.

The Concessionaire will acknowledge receipt of a protest and may take whatever actions it deems useful or necessary in making a decision, including having a meeting and requesting additional submissions. The Concessionaire shall issue a decision in writing, which decision shall be final and dispositive, and not subject to any legal review or challenge. By submitting an SOQ, each Offeror is deemed to have agreed that this protest process is its sole remedy, and that it has waived its rights, if any, to judicially challenge any decision by the Concessionaire.

Protest provisions applicable to the selection of the Design-Builder will be identified in the RFP.

9  ADMINISTRATIVE REQUIREMENTS

In addition to the specific submittal requirements set forth in Section 3.0 above, all Offerors shall comply with the following:

9.1.1 All Offerors and Submittals must at the time of their SOQ submittal comply with the law and nothing herein is intended to contradict, nor supersede, any applicable State and Federal laws and regulations. All Offerors shall be eligible at the time of their SOQ submittal, under the law and relevant regulations, to offer and to provide all services proposed and related to the Project. Unless exempted by §§ 54.1-401, 54.1-402, or 54.1-402.1 of the Code of Virginia, any person, partnership, corporation, or other entity offering or practicing architecture, engineering, or land surveying shall be registered or licensed in accordance with the provision of Chapter 4, Title 54.1 of the Code of Virginia. Offerors shall satisfy at the time of their SOQ submittal all commercial and professional registration requirements, including, but not limited to the requirements of the State Corporation Commission and the Department of Professional and Occupational Regulations.

9.1.2 Concessionaire will not consider for award any proposals submitted by any Offerors and will not consent to subcontracting any portions of the proposed Design-Build Contract to any sub-consultants in violation of the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits employment of illegal aliens.

9.1.4 Concessionaire assures compliance with Title VI of the Civil Rights Act of 1964, as amended. The consultant and all subconsultants selected for this Project will be required to submit a Title VI Evaluation Report (EEO-D2) when requested by Concessionaire in their response to the RFQ (or RFP). This requirement applies to all firms with fifteen (15) or more employees.

9.1.5 Concessionaire does not discriminate against an Offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

10 DISADVANTAGED BUSINESS ENTERPRISES

10.1.1 Any Design-Builder, subcontractor, supplier, DBE firm, and contract surety involved in the performance of work on a federal-aid contract shall comply with the terms and conditions of the United States Department of Transportation (USDOT) DBE Program as the terms appear in Part 26 of the Code of Federal Regulations (49 CFR as amended), the USDOT DBE Program regulations, VDOT’s DBE Program rules and regulations, VDOT’s Road and Bridge Specifications, and Part 5 Exhibit 107.15 (Special Provision for Use of Disadvantaged Business Enterprise for Design-Build Projects).

10.1.2 It is the policy of Concessionaire that DBEs, as defined in 49 CFR Part 26, shall have every opportunity to participate in the performance of construction/consultant contracts. The DBE contract goal for this procurement is identified in Section 3.2.11. Offerors are encouraged to take all necessary and reasonable steps to ensure that DBEs have every opportunity to compete for and perform services on contracts, including participation in any subsequent supplemental contracts. If a portion of the work on the Project is to be subcontracted out, Offerors must seek out and consider DBEs as potential subcontractors. DBEs must be contacted to solicit their interest, capability and qualifications. Any agreement between an Offeror and a DBE whereby the DBE promises not to provide services to any other Offeror or other contractors/consultants is prohibited.

10.1.3 After award of the Design-Build Contract, the Design-Builder shall submit documentation related to the use of DBE’s for the Project in accordance with the procedures set forth in Part 5 Exhibit 107.15 (Special Provision for Use of Disadvantaged Business Enterprise for Design-Build Projects). The DBE must be certified with the Virginia Department of Small Business and Supplier Diversity (SBSD) prior to the submission to Concessionaire of Forms C-111 (Minimum DBE Requirements), C-112 (Certification of Binding Agreement with DBE Firms) and Form C-48 (Subcontractor/Supplier Solicitation and Utilization).

10.1.4 If the DBE is a prime, the firm will receive full credit for the planned involvement of their own workforce, as well as the work they commit to be performed by DBE subcontractors. DBE primes are encouraged to make the same outreach. DBE credit will be awarded only for work actually performed by DBEs themselves. When a DBE prime or subcontractor subcontracts work to another firm, the work counts toward DBE goals only if the other firm itself is a DBE. A DBE must perform or exercise responsibility for at least 30% of the total cost of its contract with its own workforce.
10.1.5 When preparing bids for projects with DBE goals, Concessionaire encourages prospective bidders to seek the assistance of the following offices:

Department of Small Business and Supplier Diversity  
1111 East Main Street, Suite 300  
Richmond, VA 23219  
Phone: (804) 786-6585  
http://www.sbsd.virginia.gov/

Contractors are also encouraged to seek help from the VDOT Equal Employment Opportunity (EEO) District Offices, VDOT Central Office, and the VDOT Business Opportunity and Workforce Development (BOWD) Center.

The following informational websites may also be of assistance:

www.virginiadot.org/business/bu_bizDev.asp  
www.virginiadot.org/business/bu-civil-rights-home.asp

10.1.6 Concessionaire also encourages the utilization of SWaM firms to participate in the performance of its projects. A list of Department of Minority Business Enterprise (DMBE) certified SWaM firms are maintained on the DMBE web site (http://www.dmbe.state.va.us/) under the SWaM Vendor Directory link. Offerors are encouraged to take all necessary and reasonable steps to ensure that SWaM firms have the maximum opportunity to compete for and perform services in the design-build contract. If the Offeror intends to subcontract a portion of the services on the Project, the Offeror is encouraged to seek out and consider SWaM firms as potential sub-consultants. The Offeror is encouraged to contact SWaM firms to solicit their interest, capability and qualifications. Any agreement between an Offeror and a SWaM firm whereby the SWaM firm promises not to provide services to other Offerors is prohibited.

10.1.7 VDOT's Civil Rights Division is hosting a DBE/SWaM outreach event for contracting opportunities on I-66 Project, the 395 Express Lanes Project, and other Northern Virginia projects on May 12, 2016. This event includes a general session to provide updates on each project and three individual breakout sessions to discuss upcoming DBE/SWaM opportunities for each project. Concessionaire will be hosting one of the sessions to provide an overview of the Project and potential opportunities for DBE/SWaM firms. Participation by potential Offerors is strongly encouraged. If interested in participating in the event, please advise the Concessionaire’s point of contact by 5:00pm on May 9, 2016.

11 MISCELLANEOUS

11.1 Requirement to Keep Team Intact

The team proposed by Offeror, including but not limited to the Offeror’s organizational structure, Lead Contractor, Lead Designer, Key Personnel, sub-consultant and/or major subcontractor and other individuals identified pursuant to Section 3.4, shall remain on the Offeror’s team for the duration of the procurement process and, if the Offeror is awarded the Design-Build Contract, the duration of the Design-Build Contract. If extraordinary circumstances require a proposed
change, it must be submitted in writing to Concessionaire’s point of contact, who, in his/her sole discretion, will determine whether to authorize a change. Unauthorized changes to the Offeror’s team at any time during the procurement process may result in the elimination of the Offeror from further consideration. Job duties and responsibilities of Key Personnel shall not be delegated to others for duration of the Design-Build Contract.

11.2 Conflict of Interest

11.2.1 Each Offeror shall require its proposed team members to identify potential conflicts of interest or a real or perceived competitive advantage relative to this procurement. Offerors are notified that prior or existing contractual obligations between an Offeror and the Concessionaire or VDOT relative to the Project may present a conflict of interest or a competitive advantage. If a potential conflict of interest or competitive advantage is identified, the Offeror shall submit in writing the pertinent information to Concessionaire’s point of contact.

11.2.2 Concessionaire, in consultation with VDOT, will make a determination relative to potential organizational conflicts of interest or a real or perceived competitive advantage, and its ability to mitigate such a conflict. An organization determined to have a conflict of interest or competitive advantage relative to this procurement that cannot be mitigated, shall not be allowed to participate as a design-build team member for the Project. Failure to abide by Concessionaire’s determination in this matter may result in a SOQ submittal or RFP submittal being declared non-responsive.

11.2.3 Conflicts of interest and a real or perceived competitive advantage are described in state and federal law, and, for example, may include, but are not limited to the following situations:

a) An organization or individual hired by Concessionaire to provide assistance in development of instructions to Offerors or evaluation criteria for the Project.

b) An organization or individual with a present or former contract with Concessionaire or VDOT to prepare planning, environmental, engineering, or technical work product for the Project, and has a potential competitive advantage because such work product is not available to all potential Offerors in a timely manner prior to the procurement process.

c) An organization or individual with a present contract with Concessionaire to provide assistance in Design-Build contract administration for the Project.

11.2.4 Concessionaire, in consultation with VDOT, reserves the right, in its sole discretion, to make determinations relative to potential conflicts of interest on a project specific basis. Any questions related to potential conflicts of interest shall be submitted to the Concessionaire in accordance with the requirements of Section 6.1.1.

11.2.5 Concessionaire may, in consultation with VDOT, determine that a conflict of interest or a real or perceived competitive advantage may be mitigated by disclosing all or a portion of the work product produced by the organization or individual subject to review under this Section. If documents have been designated as proprietary by Virginia law, the Offeror will be given the opportunity to waive this protection from disclosure. If an Offeror elects not to disclose, then the Offeror may be declared non-responsive.
11.2.6 The firms listed below will not be allowed to participate as an Offeror’s team member due to a conflict of interest. Any SOQs received in violation of this requirement will be rejected.

- Transurban (USA) Operations Inc.
- Transurban (USA) Inc.
- Alpha Corporation
- Capital Projects Strategies, LLC
- DMY Engineering Consultants Inc.
- FreeAhead, Inc.
- HDR Engineering Inc.
- Mattern & Craig
- Rice Associates
- Rinker Design Associates
- Consultants and contractors providing services to VDOT related to the Project:
  - ATCS, PLC
  - CH2M Hill
  - HNTB Corporation
  - RK&K, LLP
  - Accumark, Inc.
  - Axis Geospatial
  - Michael Baker International
  - CDM Smith, Inc.
  - CES Consulting, LLC
  - CKI & Associates, Inc.
  - Commonwealth Consultants of Virginia, Inc.
  - Continental Field Services, Inc.
  - Cultural Resource Analysts
  - Dranref, LLC (dba BTG)
  - Harris, Miller, Miller & Hanson, Inc.
  - Jacobs Engineering
  - Kimley-Horn and Associates, Inc.
  - Metropia, Inc.
  - PRR, Inc.
  - Reynolds, Smith & Hills, Inc.
  - Televent USA, LLC (Schneider Electric)
  - T3 Design Corporation
11.3 Confidentiality of Disclosure of Offeror Submittals

All SOQs submitted in response to this RFQ shall become the property of the Concessionaire upon their receipt. Offerors are advised that the Concessionaire is not subject to the disclosure requirements of the Virginia Public Procurement Act or the Virginia Freedom of Information Act and will treat the contents of all Offer or submittals as confidential throughout the entire solicitation process. Following award of the Design-Build Contract, records associated with the procurement will be provided to VDOT upon request, and at that time will become public records that are subject to disclosure requirements under current Virginia law.

However, certain categories of records are exempt from the disclosure requirements of the Virginia Freedom of Information Act (Va. Code Sec. 2.2-3700, et seq.) even after the award of the Design-Build Contract, when VDOT has all of the procurement records. To be excluded from the disclosure requirements of the Virginia Freedom of Information Act, an Offeror must submit a written request accompanying such records:

1. Invoking the relevant Virginia Freedom of Information Act exclusion upon submission of the records (to the Concessionaire) for which protection from disclosure is sought;
2. Identifying with specificity the records for which protection is sought; and
3. Stating the reasons why protection is necessary.

11.4 Compliance with the Law in Virginia

Failure to comply with the law with regard to those legal requirements in Virginia (whether federal or state) regarding your ability to lawfully offer and perform any services proposed or related to the Project may render your SOQ submittal or RFP submittal, in the sole and reasonable discretion of Concessionaire, non-responsive and/or non-responsible, and in that event your SOQ submittal or RFP submittal may be returned without any consideration or evaluation for selection of contract award.

* * * * *
ATTACHMENT A

PROJECT NO.: P56025

ACKNOWLEDGEMENT OF RFQ, REVISION and/or ADDENDA

Acknowledgement shall be made of receipt of the Request for Qualifications (RFQ) and/or any and all revisions and/or addenda pertaining to the above designated project which are issued by the Department prior to the Statement of Qualifications (SOQ) submission date shown herein. Failure to include this acknowledgement in the SOQ may result in the rejection of your SOQ.

By signing this Attachment 2.10, the Offeror acknowledges receipt of the RFQ and/or following revisions and/or addenda to the RFQ for the above designated project which were issued under cover letter(s) of the date(s) shown hereon:

<p>| | | |</p>
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<tr>
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<td>3.</td>
<td>Addendum 2</td>
<td>(Date)</td>
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<td>4.</td>
<td>Addendum 3</td>
<td>(Date)</td>
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__________________________  __________________________
SIGNATURE                  DATE

__________________________  __________________________
PRINTED NAME                TITLE
**Request for Qualifications – 395 Express Lanes Project**

**ATTACHMENT B**

**PROJECT NO.: P56025**

**STATEMENT OF QUALIFICATIONS CHECKLIST AND CONTENTS**

Offerors shall furnish a copy of this Statement of Qualifications (SOQ) Checklist, with the page references added, with the Statement of Qualifications.

<table>
<thead>
<tr>
<th>Statement of Qualifications Component</th>
<th>Form (if any)</th>
<th>RFQ Cross reference</th>
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<th>SOQ Page Reference</th>
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<td>Attachment B</td>
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<td>Attachment A</td>
<td>Section 2.10</td>
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**Letter of Submittal (On Offeror’s Letterhead)**

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<th>Item</th>
<th>Form (if any)</th>
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<th>Included within 25-page limit?</th>
<th>SOQ Page Reference</th>
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<td>Offeror’s Point of Contact Information</td>
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<td>Principal Officer Information</td>
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<td>Section 3.2.3</td>
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<td>Offeror’s Corporate Structure</td>
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<td>Section 3.2.4</td>
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<td>Identity of Lead Contractor and Lead Designer</td>
<td>Attachment C</td>
<td>Section 3.2.5</td>
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<td>Affiliated/Subsidiary Companies</td>
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<td>Debarment Forms</td>
<td>Attachment D</td>
<td>Section 3.2.7</td>
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<td>Offeror’s VDOT Prequalification Evidence</td>
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<td>Section 3.2.8</td>
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<td>Evidence of Obtaining Bonding</td>
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<td>SCC and DPOR Registration Documentation (Appendix)</td>
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<td>Full size copies of DPOR Registration (Offices)</td>
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<td>DBE/SWaM Statement Within Letter of Submittal confirming Offeror is committed to achieving the required DBE goal</td>
<td>NA</td>
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<td>Offeror's Team Structure</td>
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<tr>
<td>Key Personnel Resume – Design-Build Project Manager</td>
<td>Attachment G</td>
<td>Section 3.3.1</td>
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<td>Key Personnel Resume – Responsible Charge Engineer</td>
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<td>Key Personnel Resume – Safety Manager</td>
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<td>Key Personnel Resume – Quality Assurance Manager</td>
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<td>Organizational Chart</td>
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<td>Experience of Offeror's Team</td>
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<td>Lead Contractor Work History</td>
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<td>Statement of Qualifications Component</td>
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<td><strong>Safety</strong></td>
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<td><strong>OHS Contractor Qualification Form</strong> demonstrating Offeror is committed to environmental and safety best practices</td>
<td>Attachment J</td>
<td>Section 3.5</td>
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<td>Description of the project-specific safety program including how it will be applied, successful safety initiatives and best practices used by the Offeror</td>
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<td><strong>Project Risk</strong></td>
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<td>Identify and discuss three to five critical risks for the Project and proposed mitigation strategies.</td>
<td>NA</td>
<td>Section 3.6</td>
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<td><strong>Project Labor Strategy</strong></td>
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<td>Narrative description of proposed labor strategy for the Project and identification of measures the Offeror will take to ensure an adequate supply of skilled labor.</td>
<td>NA</td>
<td>Section 3.7</td>
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<td><strong>Innovation and Sustainability</strong></td>
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<td>Narrative description of past performance and identification on-going corporate commitments to promote Innovation and Sustainability</td>
<td>NA</td>
<td>Section 3.8</td>
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ATTACHMENT C

PROJECT NO.: P56025

AFFILIATED AND SUBSIDIARY COMPANIES OF THE OFFEROR

Offerors shall complete the table and include the addresses of affiliates or subsidiary companies as applicable. By completing this table, Offerors certify that all affiliated and subsidiary companies of the Offeror are listed.

[ ] The Offeror does not have any affiliated or subsidiary companies.

[ ] Affiliated and/or subsidiary companies of the Offeror are listed below.

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<thead>
<tr>
<th>Relationship with Offeror (Affiliate or Subsidiary)</th>
<th>Full Legal Name</th>
<th>Address</th>
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ATTACHMENT D

CERTIFICATION REGARDING DEBARMENT | PRIMARY COVERED TRANSACTIONS

PROJECT NO.: P56025

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
   a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
   b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; and have not been convicted of any violations of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
   c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1) b) of this certification; and
   d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted, on behalf of the Offeror, for contracts to be let by Transurban.

_________________________________________  __________________________  ________________
Signature                                   Date                                   Title

_________________________________________
Name of Firm
ATTACHMENT E

CERTIFICATION REGARDING DEBARMENT | LOWER TIER COVERED TRANSACTIONS

PROJECT NO.: P56025

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this form.

The undersigned makes the foregoing statements to be filed with the proposal submitted, on behalf of the Offeror, for contracts to be let by Transurban.

____________________________________  ______________________  ______________________
Signature                  Date            Title

_________________________________________________________
Name of Firm
## SCC & DPOR INFORMATION FOR BUSINESSES (RFQ Section 3.2.10)

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<tr>
<td>Business Name</td>
<td>Individual's Name</td>
<td>Office Location Where Professional Services will be Provided (City/State)</td>
<td>Individual's DPOR Address</td>
<td>DPOR Type</td>
<td>DPOR Registration Number</td>
<td>DPOR Expiration Date</td>
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</tbody>
</table>
**ATTACHMENT G**

**PROJECT NO.: P56025**

**KEY PERSONNEL RESUME FORM**

<table>
<thead>
<tr>
<th>Brief Resume of Key Personnel Anticipated for the Project.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Name &amp; Title:</td>
</tr>
<tr>
<td>(b) Project Assignment:</td>
</tr>
<tr>
<td>(c) Name of Firm with which you are now associated:</td>
</tr>
<tr>
<td>(d) Employment History: With this Firm ____ Years With Other Firms ____ Years</td>
</tr>
</tbody>
</table>

Please list chronologically (most recent first) your employment history, position, general responsibilities, and duration of employment for the last ten (15) years. (NOTE: If you have less than 15 years of employment history, please list the history for those years you have worked. Project specific experience shall be included in Section (g) below):

| (e) Education: Name & Location of Institution(s)/Degree(s)/Year/Specialization: |
| (f) Active Registration: Year First Registered/ Discipline/VA Registration #: |

| (g) Document the extent and depth of your experience and qualifications relevant to the Project. |
| 1. Note your role, responsibility, and specific job duties for each project, not those of the firm. |
| 2. Note whether experience is with current firm or with other firm. |
| 3. Provide beginning and end dates for each project; projects older than fifteen (15) years will not be considered for evaluation. |
| (List at least three (3), but no more than five (5) relevant projects* for which you have performed a similar function.) |

(* On-call contracts with multiple task orders (on multiple projects) may not be listed as a single project.)
(h) For Key Personnel required for design and construction, provide a current list of assignments, role, and the anticipated duration of each assignment. Also provide the proposed time commitment (as % of a full-time employee’s availability) to the design and construction phases of the Project.
ATTACHMENT H

PROJECT NO.: P56025

CONTRACTOR WORK HISTORY FORM

<table>
<thead>
<tr>
<th>(a) Project Name &amp; Location*</th>
<th>(b) Name of the Contractor</th>
<th>c. Contact information of the Client and their Project Manager who can verify Firm’s responsibilities.</th>
<th>d. Construction Contract Start Date</th>
<th>e. Construction Contract Completion Date (Actual or Estimated)**</th>
<th>f. Contract Value (in thousands)</th>
<th>g. Design Fee for the Work Performed by the Firm identified as the Lead Designer for this procurement. (in thousands)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Location:</td>
<td>Name:</td>
<td>Name of Client / Owner: Phone: Project Manager: Phone: Email:</td>
<td>MM/YYYY</td>
<td>MM/YYYY</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

h. Narrative describing the Work Performed by the Firm identified as the Contractor for this procurement. If the Offeror chooses to submit work completed by an affiliated or subsidiary company of the Contractor, identify the full legal name of the affiliate or subsidiary and the role they will have on this Project, so the relevancy of that work can be considered accordingly.

The Offeror is to provide details of how they successfully managed high standards of safety, quality, and cost/schedule certainty on projects similar in scope and complexity, as well as how they successfully managed the maintenance of traffic.

*For a project with multiple phases or multiple contracts, only one phase or one contract will be considered. If additional phases or contracts are shown under the same Work History Form, only the first phase or contract listed will be evaluated.

**If actual contract completion date is different from the original contract completion date (i.e. early or late), please explain under Section (h) above. If early completion was due to an incentive please provide details.

***If actual contract value is different from the original contract value (i.e. more or less), please explain under Section (h) above.
**ATTACHMENT I**

**PROJECT NO.: P56025**

**DESIGNER WORK HISTORY FORM**

<table>
<thead>
<tr>
<th>(a) Project Name &amp; Location*</th>
<th>(b) Name of the Designer</th>
<th>c. Contact information of the Client or Owner and their Project Manager who can verify Firm’s responsibilities.</th>
<th>d. Contract Completion Date (Original)</th>
<th>e. Contract Completion Date (Actual or Estimated)**</th>
<th>f. Contract Value (in thousands)</th>
<th>g. Dollar Value of Work Performed by the Firm identified as the Contractor for this procurement.(in thousands)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Name:</td>
<td>Name of Client / Owner:</td>
<td>MM/YYYY</td>
<td>MM/YYYY</td>
<td>Original Contract Value</td>
<td>Final or Estimated Contract Value***</td>
</tr>
<tr>
<td>Location:</td>
<td></td>
<td>Phone:</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Project Manager:</td>
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<td></td>
<td>Email:</td>
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</tbody>
</table>

h. Narrative describing the Work Performed by the Firm identified as the Designer for this procurement. If the Offeror chooses to submit work completed by an affiliated or subsidiary company of the Designer, identify the full legal name of the affiliate or subsidiary and the role they will have on this Project, so the relevancy of that work can be considered accordingly.

The Offeror is to provide details of how they successfully managed high standards of safety, quality, and cost/schedule certainty on projects similar in scope and complexity, as well as how they successfully managed the maintenance of traffic.

*For a project with multiple phases or multiple contracts, only one phase or one contract will be considered. If additional phases or contracts are shown under the same Work History Form, only the first phase or contract listed will be evaluated.

**If actual contract completion date is different from the original contract completion date (i.e. early or late), please explain under Section (h) above. If early completion was due to an incentive please provide details.

***If actual contract value is different from the original contract value (i.e. more or less), please explain under Section (h) above.
In accordance with Transurban (USA) Inc. Contractor Occupational Health and Safety (OHS) Management Procedure (TUSA-PRO-007), the following information is being used for evaluating OHS performance to determine to the extent applicable, to be consistent with Transurban’s Safety Policy and with Transurban’s Contractors Occupational Health and Safety Management Procedures.

Passing the OHS Contractor Qualification process requires meeting all of the following criteria:
1. A current EMR of less than or equal to 1.0
2. A current OSHA Recordable Injury Rate less than or equal to the most recent applicable NAICS average
3. A current Lost Time Injury Rate less than or equal to the most recent applicable NAICS average

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Date:</th>
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</thead>
<tbody>
<tr>
<td>Number of Employees:</td>
<td></td>
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</tbody>
</table>

Reviewed company’s written occupational health, safety and environmental programs? Yes [ ] No [ ]

Program Formal Hazard and Risk Assessment process Yes [ ] No [ ]

Maintenance of safety records Yes [ ] No [ ]

Incident investigation, root cause analysis and corrective action Yes [ ] No [ ]

What are the Workers Compensation experience modification rate (EMR) for the last three years:

<table>
<thead>
<tr>
<th>2015:</th>
<th>2014:</th>
<th>2013:</th>
</tr>
</thead>
</table>

Is the EMR greater than 1.0 for any of the last three years? Yes [ ] No [ ]

NAICS code: 237310 Obtain 2014 NAICS Average Case Rates from attached BLS Document

<table>
<thead>
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<td>3.0</td>
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</tbody>
</table>

Days With Job Transfer or Restriction Case Rate: 2015: [ ] 2014: [ ] 2013: [ ] 2014 NAICS Average [ ]

Days Away From Work Case (Lost Time) Rate: 2015: [ ] 2014: [ ] 2013: [ ] 2014 NAICS Average [ ]

Any OSHA or state safety violations, or EPA or state environmental violations in past five years? Yes [ ] No [ ]

If yes, provide explanation below.

Does the company have a light-duty policy? Yes [ ] No [ ]

If no, provide explanation below.

Has the company had any fatalities or incidents requiring hospitalization for the past five years? Yes [ ] No [ ]

If yes, provide explanation below.

Approved [ ] Not Approved [ ] Recommended for Conditional Approval [ ]

Health & Safety Mgr:

Approved [ ] Not Approved [ ]

Recommended for Conditional Approval [ ]

VP Operations [ ] Head of Delivery [ ] VP Technology [ ]

Comments:

Approved [ ] Not Approved [ ]

Recommended for Conditional Approval [ ]

Comments:
Contractors must be approved by the Transurban Health and Safety Manager, and the VP Operations, Head of Delivery, or VP of Technology. A company that does not meet all of the required criteria may receive Conditional Approval.

**Conditional Approval**

The Conditional Approval process is intended to be used in those unique cases where a specific contractor’s safety ratings do not meet the minimum safety standards set for contractors working at Transurban.

A contractor may be eligible for conditional approval due to all or some of the following unique conditions: a) expertise required to complete a specific type of work scope is in short supply, b) significant cost savings exist because of the contractor’s proximity to the Transurban asset or other reasons, c) contractor’s safety record over a 3-year period demonstrates steady and continuous improvement.

**Conditional OHS Approval for services must be approved by the Transurban Vice President of Operations or the Head of Delivery.**

Prerequisites required for a contractor to be considered for Conditional Approval are:

1. Contractor has submitted all information requested for the OHS Contractor Qualification process, and has not met the minimum safety criteria.
2. Contractor has written safety programs in place that meet minimum OSHA and Transurban requirements.
3. A written Specific Safety Plan will be jointly developed and documented by Transurban and the contractor seeking Conditional Approval that addresses the deficiency in ratings and the special actions or precautions that will be implemented prior to and during its work to ensure a safe job. The Specific Safety Plan shall include a written plan describing how it will be implemented, documented and monitored by Transurban and the contractor.

The contractor’s Project Manager, the Transurban Contract Manager, and the Transurban Health & Safety Manager will determine the most appropriate method to meet these requirements. It is recommended that an ongoing and frequent check of the work is made so that any discrepancies or violations will be detected early for quick resolution.

**Specific Safety Plan**

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Date:</th>
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</thead>
<tbody>
<tr>
<td><strong>Description of scope and duration of work requiring approval:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Explanation of non-compliant ratings performance:</strong></td>
<td></td>
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<tr>
<td><strong>Summary of Project Specific Safety Plan:</strong></td>
<td></td>
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<tr>
<td>Developed by:</td>
<td></td>
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<tr>
<td>Approved by:</td>
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</table>

**Instructions for determining 2014 NAICS Average rates**

Using the 2014 BLS incidence rates of nonfatal occupational injuries and illnesses by case type and industry (most recent data (published 29-Oct-2015). Select the NAICS Averages for your industry based upon your NAICS code.

- OSHA Recordable Case Rate = Use “Total recordable cases”
- Days With Job Transfer or Restriction Case Rate = Use “Cases with job transfer or restriction”
- Days Away From Work Case (Lost Time) Rate = use “Cases with days away from work, job transfer, or restriction”
**ATTACHMENT K**

**PROJECT NO.:** P56025

**SAMPLE SOQ SCORE SHEET**

SOQ SHORT LIST SCORE SHEET  OFFEROR NO:

<table>
<thead>
<tr>
<th>DESIGN-BUILD PROJECT:</th>
<th>Sample</th>
</tr>
</thead>
<tbody>
<tr>
<td>UPC:</td>
<td>01234</td>
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<tr>
<td>DESCRIPTION:</td>
<td>Sample</td>
</tr>
<tr>
<td>OFFEROR:</td>
<td>Sample</td>
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<tr>
<td>LEAD CONTRACTOR:</td>
<td>Sample</td>
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<tr>
<td>LEAD DESIGNER:</td>
<td>Sample</td>
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</tbody>
</table>

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<thead>
<tr>
<th>NUMERICAL VALUE 1</th>
<th>CONSENSUS SCORE</th>
<th>RATING WEIGHT</th>
<th>WEIGHTED SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.3 TEAM PERSONNEL AND EXPERIENCE</td>
<td>1-10</td>
<td>6.00</td>
<td>30%</td>
</tr>
<tr>
<td>3.4 TEAM ORGANIZATION AND EXPERIENCE</td>
<td>1-10</td>
<td>7.00</td>
<td>30%</td>
</tr>
<tr>
<td>3.5 OCCUPATIONAL HEALTH &amp; SAFETY EXPERIENCE</td>
<td>1-10</td>
<td>7.00</td>
<td>15%</td>
</tr>
<tr>
<td>3.6 PROJECT RISK</td>
<td>1-10</td>
<td>8.00</td>
<td>15%</td>
</tr>
<tr>
<td>3.7 PROJECT LABOR STRATEGY</td>
<td>1-10</td>
<td>8.00</td>
<td>5%</td>
</tr>
<tr>
<td>3.8 INNOVATION AND SUSTAINABILITY</td>
<td>1-10</td>
<td>4.00</td>
<td>5%</td>
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| 1-10 | 6.75 |
| TOTAL SCORE | 67.50 |