

August 24, 2015

**CONTRACT NO. 4400005673
STATE PROJECT NO. H.011235
FEDERAL AID PROJECT NO. H011235
I-49 SOUTH @ VEROT SCHOOL ROAD
LAFAYETTE PARISH**

Questions & Answers:

Q1. Are Consultants required to use the percentages of work tasks given on page 12 in the example Section 8a & 8b of the advertisement for the major project tasks and sub-tasks listed in the Consultants Form 24-102 Section 8a and 8b? Also, please clarify the procedure to be used for this project.

A1. The major task (Road, Geotechnical, Bridge and Survey) percentages and the sub-task percentages are to be used in the 24-102 submittal. These percentages are based off the expected work effort (risk) AND the estimated cost (fee) of the services. They will be used for grading purposes only. Since this is a negotiated contract, the percentages used may not reflect the final contracted costs of all services. Inclusion of percentages in the advertisement to be used for grading purposes only were recommendations by the DOTD/ACEC Consultant Contract Initiative, Group 1.

In addition, a firm will only receive a past performance rating for the service(s) to be performed. In the example, Firm A will receive a Road, Bridge and Survey rating; Firm B a Road and Survey; Firm C a Survey; Firm D a Road; Firm E a Bridge; and Firm F will only receive a Past Performance rating for Geotechnical.

These recommendations were approved by ACEC and DOTD. Refer to the synopsis of the recommendations below as prepared by ACEC.

Many projects advertised have a variety of scope of services categories or elements of work such as Road, Bridge, Survey, Traffic, Geotechnical, etc. **For rating purposes only, the advertisement should specify the percent of the overall project by category and the past performance rating to be used for each category.** The past performance rating for each consultant is described elsewhere. **Additionally certain categories may be broken down further into subcategories such as Road Design and broken down further into Design, Drainage, Traffic, Surveying, etc. This information provided in the advertisement will be the basis of the elements of work to be used in Section 8a of the 24-102.** As shown in the example the vertical axis will be the elements of work with percentage of the overall project and each firm, including the prime, in the horizontal axis. This matrix is completed by the percentage of work for each category or element by each firm. By multiplying the percentage of

work for each category or element and the percent of the category or element represents to the overall project, Section 8b “percentage for the overall project” may be completed.

In the final consultant rating for the project, each firm rating value will be completed for each of the rating category; compatibility, work load, location, firm and staff experience, and past performance; multiplied by the percentage of the overall project. **The past performance grade will be computed based on the percentage of each category or element performed by the firm multiplied by the percentage of the category or element of the overall project.**

Consistency showing work breakdown in LADOTD Form 24-102

Show percentages of work (corresponding to past performance rating factors) in the advertisement with the statement, "For Grading Purposes Only". Percentages should be based on percentage of overall fee taking risk of the services into consideration.

Q2. Is construction part of this contract, and if not, is a construction inspector still required as part of this contract?

A2. Construction Support is proposed to be a part of this contract, but will be negotiated as a supplement (see pg. 5, Additional Services). As you stated, this is also reflective in our Minimum Personnel Requirements which requires 3(g) Electrical Design Engineer shall be present during all inspections and 3(i) at least one field inspector with a minimum of five years of experience in electrical inspection and reporting (pg. 8-9). However, it was decided that for grading purposes only during the consultant selection process, specifically the determination of anticipated Contract Time (pg. 5) and Work Percentages (Pg. 11-12), that Construction Support (Stage 5: Part 1 and II) would be excluded.

Q3. How will the rating be calculated? Please specify.

A3. See below.

Firm A will get a blended past performance rating of Road, Bridge and Survey

Firm B will get a blended past performance rating of Road and Survey

Firm C will get a Survey rating only.

Firm D will get a Road rating only

Firm F will get a Geotechnical rating only.

Firm A's Road work % of the overall project is $40\% (0.9)(0.9) + 40\%(0.07)(0.1) = 32.68\%$

Firm A's Bridge work % of the overall project is $40\% (0.9)(0.4) = 14.4\%$

Firm A's Survey work % of the overall project is $10\% (0.45)(0.5) + 10\%(0.09)(0.5) = 2.7\%$

Firm A's total work percentage of the overall project is $32.68 + 14.4 + 2.7 = 49.78\%$

Therefore, Firm A's Road Work effort of the overall project is $32.68/49.78 = 65.6\%$ Round to 66%

Firm A's Bridge Work effort of the overall project is $14.4/49.78 = 28.9\%$ Round to 29%

Firm A's Survey Work effort of the overall project is $2.7/49.78 = 5.4\%$ Round to 5%

Firm A's blended past performance rating = (0.66)(RX) + (0.29)(BZ) + (0.05)(LS)

Firm B's Road work % of the overall project is $40\% (0.9)(0.1) + 40\%(0.07)(0.9) = 6.12\%$

Firm B's Survey work % of the overall project is $10\%(0.45)(0.5) + 10\%(0.09)(0.5) + 10\%(0.04)(1) + 10\%(0.01)(1) = 3.2\%$

Firm B's total work percentage of the overall project is $6.12 + 3.2 = 9.32\%$

Therefore, Firm B's Road Work effort of the overall project is $6.12/9.32 = 65.7\%$ Round to 66%

Firm B's Survey Work effort of the overall project is $3.2/9.32 = 34.3\%$ Round to 34%

Firm B's blended past performance rating = (0.66)(RX) + (0.34)(LS)

Team's past performance rating = (0.4978)(A's blended rating) + (0.0932)(B's blended rating) + (0.041)(C's LS rating) + (0.012)(D's RX rating) + (0.256)(E's BZ rating) + (0.1)(F's GE rating)

Q4. The evaluation criteria lists 6 items. The total weight factors of the 6 items is 27 (3+4+3+6+5+6), while rating on a scale of 0-4 will be used. This may result in firm rating of more than 100%. Please clarify.

A4. Per the ad, "Consultants will be evaluated as indicated in Items 1- 6. The evaluation will be by means of a point-based rating system. Each of the above criteria will receive a rating on a scale of 0-4. The rating will then be multiplied by the corresponding weighting factor. The firm's rating in each category will then be added to arrive at the Consultant's final rating." This is not a percentage rating. It is a point-based rating. The minimum rating is 0 and the maximum is 108.

Q5. For the location factor (item 6), can it be assumed that it will be based on Lafayette, LA or is there a specific location to be used? Please confirm.

A5. The location factor is based on the distance between the firm's office(s) to the project site. The project site is Lafayette, LA.

Q6. In the minimum personnel requirements, paragraph 3.J., the advertisement requires "one professional with a minimum of three years' experience arranging and conducting public meetings." Is it allowable to utilize an "in-house" professional engineer who has arranged and conducted public meetings/hearings for other DOTD projects, or is it necessary to subcontract with a public relations firm?

A6. As stated in the ad, MPR 3 states “In addition, the **Prime-Consultant** must also employ on a full-time basis, or through the use of a **Sub-Consultant(s)**.” which goes on to state at MPR 3(j) “One Professional with a minimum of three years of experience arranging and conducting public meetings”. Based on this MPR, the person proposed to complete this task can be from either the Prime Consultant or via Sub-Consultant, as long as this individual meets the MPR requirements. The individual/team member meeting this requirement may be used to meet other requirements.

Q7. Why is this a complex project?

A7. During the detailed review of the project scope for preparation of the second advertisement, Department personnel reanalyzed the proposed complexity of the bridge structure and decided that a full review of its complexity was warranted. Based on this analysis, our bridge experts developed the following synopsis of the structure:

“The project includes an elevated “T-intersection” of re-aligned Verot School Road with existing US 90 (I-49 South). The elevated portion of Verot School Road will cross over an existing railroad immediately adjacent to the existing US 90 frontage roads, as well as existing US 90, and ties into the frontage roads with framed in ramps at 90 degrees to the main structure. An elevated structure with spans extending perpendicular to each other is a very complex and non-typical type of bridge. Due to the strictly limited right-of-way along Verot School Road and US 90, the approaches for Verot School Road and the frontage road ramps will likely require the use of MSE wall type structures to minimize the needed lateral embankment. Additionally, the design of this structure will have to be such that construction can occur in very close proximity to and over a very heavily travelled “interstate type” highway.”

Based on this analysis, LADOTD Administration, with input from Office of Engineering staff, decided that the project warranted the “complex” project designation.

Q8. Can more than one Professional Civil Engineer registered in the State of Louisiana be used to fulfill requirement 3h, as long as the combined experience of the multiple professionals equals 5 years for the various aspects of the MPR?

A8. If the personnel requirement is to be filled by multiple persons, each person shall have at least 5 years of experience in the particular type of design.

