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

July 12, 2017

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Mark Gibney, PE, PMP, NOVA Design-Build Project Manager
Sudha Mudgade, PE, PMP, APD Division Project Manager
Meeting Agenda

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

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

Park & Ride Lot Location
Project Goals

• One of several initiatives of Transform 66 Congestion Mitigation Transportation Management Plan

• Provide a staging area for carpoolers and transit riders who will use I-66

• Mitigate congestion during construction of I-66 Outside the Beltway HOT Lanes
Project Description

- A Park & Ride Lot northeast of I-66/Route 15 Interchange
- Two-Lane Access Road
- Pedestrian and Bicycle Accommodations
- Parking Management System
- Drainage & Stormwater Management Facilities
- Bus Shelters, Bike Racks, and Bike Lockers
- Lighting at Heathcote Blvd and Park & Ride Lot
- Signing
- Pavement Markings, including re-striping along Heathcote Blvd to provide turn bays
References & Information (Part 2, Section 2.1)

2.1.1 Standards & Specifications (complete list in RFP)

- VDOT manuals, memos, and I&IMs
- FHWA manuals
- 2009 MUTCD
- Virginia Supplement to the MUTCD
- DCR (DEQ) publications
- Virginia Stormwater BMP Clearinghouse (See http://vwwrc.vt.edu/swc/)
- Many more as listed in the RFP; D/B to use the latest available of each as of RFP or Addenda Date
2.1.2 RFP Information Package (complete list in RFP)

- Special Provisions & Special Provision Copied Notes – *four specifically for Park & Ride Lot*
- RFP Conceptual Plans
- Categorical Exclusion & other Environmental Docs
- Survey and Utility Designation
- Geotechnical Data Report
- Preliminary Drainage & SWM Report
- Traffic Data & Analysis
2.2 Access/Entrance Road and Park & Ride Lot

- Access/Entrance Road and Park & Ride Lot design requirements are in Section 2.2 and Attachment 2.2 – Design Criteria Table

- Park & Ride Lot to include at least 230 spaces (9 ADA parking spaces), 2 bus bays, 2 bus shelters, bicycle racks and lockers, and kiss-and-ride (pickup/drop-off area)

- Access/Entrance Road is functionally classified as an Urban Local Road – GS-8 Design Standard, 20 mph minimum design speed.
2.3 Structures & Bridges

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

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

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

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

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

• **Signs (Wayfinding and Parking Signage)**
  - Modify existing signs and sign structures; furnish and install all required temporary and permanent signs and sign structures.

• **Pavement Markings**
  - All required pavement markings, messages, and symbols per the MUTCD and VA Supplements, and 2016 R&B Specifications

• **Lighting**
  - At entrance at Heathcote Blvd *(maintained by NOVEC)*
  - For Park & Ride lot *(maintained by Dominion Energy)*.
2.8 Traffic Control Devices, cont.

• **Parking Management System**
  • Infrastructure and equipment to provide real-time information about parking space availability, including:
    o CCTV Camera,
    o entrance/exit & ADA individual space counting technology
    o Dedicated Dynamic Message Sign (DDMS),
    o entrance delineator,
    o fiber connection to VDOT’s existing fiber network on I-66,
    o field Ethernet switch,
    o surge protector, junction box(es), cabinet, and power.

• **System to collect, standardize, verify and distribute the information**

• **To be tested in real time once Park & Ride Lot is open to traffic (“Interim Milestone”)**
Interim Milestone – Parking Management System Testing

• Interim Milestone Completion Date: September 17, 2018 (93 calendar days before Final Completion)

• Defined as “opening of the completed, inspected, and accepted Park and Ride Lot to the General Public and Transit Vehicles and starting the ITS/Parking Management System acceptance testing (allowing this test to be performed in real time).” Installation of ITS devices must also be complete by 9/17/18, only testing to remain.

• Acceptance Testing is for a continuous 60-day period.
2.9 MOT/Traffic Control

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

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

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

• Design-Builder is responsible for the relocation of all utilities required for construction of the project

• No additional time or money will be granted for delays due to utility relocation conflicts

• Additional Details at Utility Scoping Meeting immediately following this presentation
2.13 Quality Assurance/Quality Control

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

• **Outside VDOT SharePoint Site**
  - ITD-35E Form
  - ITD-36E Form

• **Attachment 2.14.3 – Project File Index**

• **NOTE: No Field Office requirement**
Part 2 – Technical Requirements
VDOT Point of Contact

Sudha Mudgade, P.E., PMP

Alternative Project Delivery Division
Virginia Department of Transportation
1401 East Broad Street
Richmond, VA 23219

Phone: (804) 786-5087
Fax: (804) 786-7221
E-mail: sudha.mudgade@vdot.virginia.gov
Contract Documents

Five Parts -

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

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

www.virginiadot.org/business/design-build.asp
Part 1 – Instructions to Offerors

Introduction (Section 1.0)

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

Procurement Overview (Section 1.2)

• Single-Phase Low-Bid
• Responsive Offeror with the lowest Proposal Price within VDOT’s budget will be awarded the contract
• Offeror must meet minimal qualifications
Updates to Project Documents

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

http://www.virginiadot.org/business/request-for-proposals.asp
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Pre-proposal Meeting</td>
<td>07/12/17</td>
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<tr>
<td>RFP Questions Due to VDOT</td>
<td>07/21/17</td>
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<tr>
<td>VDOT Response to Questions</td>
<td>07/28/17</td>
</tr>
<tr>
<td>Letter of Submittal (LOS)/Price Proposal Due Date</td>
<td>08/28/17</td>
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<tr>
<td>Open LOS/Price Proposals</td>
<td>08/31/17</td>
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<tr>
<td>Notice of Intent to Award</td>
<td>09/07/17</td>
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<td>Post Notice Documents Submission</td>
<td>09/13/17</td>
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<td>CTB Approval/Notice to Award</td>
<td>10/24/17</td>
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<td>Contract Execution</td>
<td>11/29/17</td>
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<td>Notice to Proceed</td>
<td>12/04/17</td>
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<tr>
<td>Interim Milestone Completion Date</td>
<td>09/17/18</td>
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<tr>
<td>Final Completion</td>
<td>12/19/18</td>
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* Offerors proposed early completion date(s) become the contractual completion date(s).
Contents of Proposals (Part 1, Section 4.0)

- Letter of Submittal (Section 4.1)
- Attachments to Letter of Submittal (Section 4.2)
- Price Proposal (Section 4.3)
- Post Notice of Intent to Award Submittals (Section 4.4)
Letter of Submittal (Part 1, Section 4.1)

- C-78-RFP – Acknowledgment of RFP (Section 4.0.1)
- Declare Offeror’s intent to enter into contract with VDOT & that offer will remain in effect for 120 days (Section 4.1.3)
- Identify Point of Contact for Offeror (Section 4.1.4)
- Identify Principal Officer for Offeror (Section 4.1.5)
- Identify Lead Contractor & Lead Designer (Section 4.1.7)
- Commit to achieving 16% DBE Goal (Section 4.1.9)
- Provide Interim/Final Completion dates (Section 4.1.10)
Attachments to Letter of Submittal (Part 1, Section 4.2)

- Affiliated and Subsidiary Companies (Section 4.2.1)
- Debarment Forms (Section 4.2.2)
- VDOT Prequalification Certificate (Section 4.2.3)
- Letter of Surety (Section 4.2.4)
- SCC and DPOR Registration Information for Businesses (Section 4.2.5)
- Work History Forms for Lead Contractor & Lead Designer (Section 4.2.6)
Conceptual Park & Ride Lot and Access Roadway Plans:

- Lane widths
- Graded shoulder widths
- Sidewalk widths
- Horizontal curve data and associated design speeds
- Vertical curve data and associated design speeds
- Limits of disturbance
- Minimum pavement sections
- Cross slopes
- Parking Spaces, kiss-and-ride area, bus loop with bus bays
- Bus Shelters, Bicycle Racks & Lockers
- Stormwater management facilities
- Offerors Conceptual Plan must meet RFP requirements to be responsive
Price Proposal (Part 1, Section 4.3)

- Proposal Price specified as a Lump Sum Amount
- Asphalt and Fuel Adjustments
- Proposal Guaranty (Form C-24)
- Sworn Statement Forms (C-104 & C-105)
  - Make sure submitted forms are complete and accurate!!
  - Providing inaccurate information or incomplete forms may render a Proposal non-responsive.
Post Notice of Intent to Award Submittals (Part 1, Section 4.4)

- Organizational Chart and Narrative
- Identify Offeror’s Key Personnel
  - Design-Build Project Manager
  - Quality Assurance Manager (PE)
  - Design Manager (PE)
  - Construction Manager (RLD and ESCCC)
- SCC and DPOR Registration Information for Businesses
- DPOR Registration Information for Individuals
- Proposal Schedule and Narrative
- Schedule of Items
- Monthly Payment Schedule
- Escrow Proposal Documents
Part 1 – Other Considerations

• Conflict of Interest  (Section 11.2)
  Firms listed below are not allowed to participate as a Design-Build team member:
  o Volkert, Inc.
  o Kimley Horn & Associates

• On-the-job trainee goal is 4 individuals (Section 11.6)
Parts 3, 4 and 5 – Template Documents and Exhibit 1 to Part 3

• Liquidated Damages  
  ○ Interim Completion - $950/day  
  ○ Final Completion - $1,350/day

• Identify asphalt and fuel adjustments if any

• Baseline schedule shall be due within 60 days of the Design-Builder’s receipt of Notice to Proceed

• Scope Validation  
  (Part 4, Article 2.2)

• Builder’s Risk Insurance  
  (Part 5, Section 103.06)
Scope Validation Period
(Part 4, Article 2.2)

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

Purpose
• Design-Builder to thoroughly review and compare the Contract Documents to site conditions
• Provide notification to VDOT of any concerns that could affect Price and Time that the Design-Builder could not have reasonably discovered prior to Agreement Date
Scope Validation Period (cont’d) (Part 4, Article 2.2)

- Design-Builder to notify VDOT before end of Period
- Within 21 days of notice, Design-Builder to provide:
  - Assumptions made during proposal preparation that form basis for allegation
  - Explanation of defect, error or inconsistency in the RFP Documents
  - Identify the specific impact on price and time
- Parties will meet and confer
- Article 10 provides relief if parties don’t agree
- Burden of proof is on the part of the Design-Builder
- Key concept: could the scope issue be reasonably identified by the Design-Builder in proposal stage?
- Assumption of risk
Parts 1, 3, 4 & 5 and Exhibit 1 to Part 3
Park and Ride Lot at I-66/Route 15 Interchange
UPC 109486
Utility Scoping Meeting

July 12, 2017

Rick Miller, Regional Utility Manager, Design/Build & Special Projects
Mark Gibney, PE, PMP, NOVA Design-Build Project Manager
Part 2, Section 2.12 Utilities

- Known utilities in vicinity of Project:
  - Dominion Energy
  - NOVEC
  - Summit IG Fiber
  - VDOT Signals
  - Verizon South
Part 2, Section 2.12 Utilities

- RFP Part 2 Utility Section
- Utility Plan Sheets
Rick Miller
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Utilities