

**REQUEST FOR PROPOSALS  
TO DESIGN AND CONSTRUCT**

**SH 360 PROJECT**

**THROUGH A DESIGN-BUILD CONTRACT  
INSTRUCTIONS TO PROPOSERS**



**A PROJECT OF THE  
TEXAS DEPARTMENT OF TRANSPORTATION**

**Issued September 8, 2014  
Addendum #1 Issued October 20, 2014  
Addendum #2 Issued November 24, 2014**

**Texas Department of Transportation  
125 East 11<sup>th</sup> Street  
Austin, Texas 78701**

**CERTAIN KEY DATES**

<b><u>EVENT</u></b>	<b><u>DATE</u></b>
Issue Draft Request for Proposals for Industry Review	August 4, 2014
Issue Final Request for Proposals	September 8, 2014
Proposal Due Date	January 13, 2015
DBA Conditionally Awarded (anticipated)	February 26, 2015
DBA Executed and Delivered (anticipated)	May 15, 2015

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**INSTRUCTIONS TO PROPOSERS**  
**(Request for Proposals: SH 360 Project)**

**SECTION 1.0 INTRODUCTION AND GENERAL PROVISIONS**

**1.1 Introduction**

This Request for Proposals (“RFP”), as may be amended, is issued by the Texas Department of Transportation (“TxDOT”), an agency of the State of Texas, to seek competitive detailed proposals (individually, a “Proposal” and collectively, “Proposals”) for a set of agreements that will consist of a Design-Build Agreement (“DBA”) and a Comprehensive Maintenance Agreement (“COMA”). The agreements shall provide that the successful Proposer (referred to herein as “Design-Build Contractor” or “DB Contractor”) shall develop, design and construct the SH 360 Project (the “Project”). At TxDOT’s sole option, the DB Contractor, acting as a maintenance contractor (“Maintenance Contractor”), may also be required to provide maintenance services for the Project, as further described in the COMA. The forms of DBA and COMA are included in Volume II and Volume III of the RFP, respectively.

TxDOT is issuing the RFP to those Proposers shortlisted based on TxDOT’s evaluation of Qualification Statements (“QSS”) delivered to TxDOT on May 30, 2014 in response to the Request for Qualifications for the Project issued on March 10, 2014, as amended (the “RFQ”).

Proposers must comply with these Instructions to Proposers (“ITP”) during the procurement and in their responses to the RFP. Proposers shall also take the Project goals identified in Section 1.2 below into consideration in drafting their Proposals.

The RFP requires each Proposer to be prepared to act as DB Contractor and Maintenance Contractor for the Project if the Proposer is selected to enter into the DBA and COMA.

All forms identified in this ITP are found in Exhibit D unless otherwise noted. All times in this ITP are Central Standard Time or Central Daylight Savings Time, as applicable. Refer to Exhibit A hereto for the meaning of various capitalized terms and acronyms used herein. Refer to Exhibit 1 of the DBA or Exhibit 1 of the COMA, as applicable, for the meaning of capitalized terms and acronyms used but not defined herein or in Exhibit A of this ITP.

## **1.2 Project Goals**

TxDOT's goals for the Project are as follows:

- (a) Provide a controlled-access urban tollway that will reduce intersection conflicts with local streets and reduce anticipated congestion within the Project area after the construction period;
- (b) Improve traffic flow for businesses and residents along the SH 360 frontage roads and to US 287 from SH 360;
- (c) Maintain mobility through the Project area during construction of the Project while minimizing negative impacts to the traveling public, businesses, communities and adjacent property owners through effective cooperation and coordination;
- (d) Partner with the Authority and NCTCOG to complete the Project on schedule, within budget and to the highest degree of quality possible;
- (e) Maintain a safe environment for all Project personnel and the public at all times;
- (f) Effectively address Project environmental requirements and any environmental issues that arise;
- (g) Facilitate participation by Historically Underutilized Businesses ("HUB") and Small Business Enterprises ("SBE"), consistent with the Cooperative Inclusion Plan, DBA Documents and applicable Laws; and
- (h) Maximize use of available funds to construct as much of the Ultimate Project as possible.

## **1.3 General Project Description and Scope of DB Contractor's Obligations**

### **1.3.1 General Project Description**

The purpose of the Project is to add toll lanes and frontage road improvements to extend the existing SH 360 main lanes and frontage roads from just south of I-20 to US 287. The Project includes the design, construction and maintenance of approximately 9.2 miles of improvements to SH 360 consisting of two toll lanes in each direction from approximately E. Sublett Road/Camp Wisdom Road to East Broad Street and one toll lane in each direction with periodic passing lanes (Super 2 configuration) from East Broad Street to US 287, in addition to frontage road and intersection improvements from E. Sublett Road/Camp Wisdom Road to US 287 (the "Project"). TxDOT has concluded that harnessing private-sector creativity through a design-build approach is the best way to ensure cost-effective and expedited delivery of this Project and provide needed safety improvements, congestion relief and economic development benefits to the public.



### **1.3.2 Scope of DB Contractor's Obligations**

DB Contractor's obligations under the DBA will generally include all efforts required to develop, design and construct the Project in accordance with the requirements of the DBA Documents. The limits of work for the Project are as shown on the Schematic Design. Descriptions of the major work elements are listed in Section 1 of the Technical Provisions. Work under the DBA will proceed as authorized by notices to proceed ("NTPs") issued by TxDOT. NTP1 will authorize DB Contractor to perform certain work related to the Project Management Plan and certain other activities pertaining to the Project. NTP2 will authorize DB Contractor to proceed with the remaining Work. Additionally, DB Contractor will be required under the DBA to provide a general warranty of the Work to TxDOT and the North Texas Tollway Authority ("Authority").

The DB Contractor, acting in its capacity as Maintenance Contractor, will be responsible for routine and preventative maintenance, renewal work and incident management within the maintenance limits as set forth in the COMA, including the Maintenance Specifications. Maintenance Contractor will not be responsible for maintenance of roadways beyond the longitudinal limit of the Work determined by the end of transitions from the Project to existing roadways.

### **1.3.3 Project Environmental Status**

A Public Hearing was held on October 17, 2013 to present the proposed Project to the public. A Finding of No Significant Impact ("FONSI") was issued by the Federal Highway Administration ("FHWA") for the Project on January 16, 2014.

### **1.3.4 Status of Required Right of Way Acquisition**

DB Contractor will be responsible for providing ROW acquisition services for the Project in accordance with the DBA. TxDOT has acquired or is in the process of acquiring certain ROW for the base Project scope; however, DB Contractor shall be responsible for (i) the modification of existing or acquisition of new drainage easements, (ii) changes to control of access, and (iii) the performance of acquisition services for ROW that has not yet been acquired by TxDOT. DB Contractor will also be responsible for the performance of all ROW acquisition services for any Option Work.

TxDOT is currently in the process of acquiring the Existing Utility Property Interests for the three ONCOR transmission lines (with ONCOR retaining an easement for electrical purposes) and a permanent easement for highway purposes from TRWD, as described in Section 6.1.1 of the Technical Provisions. In the event that the acquisition of these four parcels has not been completed prior to the issuance of NTP1, the performance of any remaining acquisition services will be the responsibility of the DB Contractor. TxDOT will provide an update on the status of the acquisition of the ONCOR and TRWD ROW by December 22, 2014.

### **1.3.5 Status of Required Utility Work**

The DBA will require DB Contractor to be responsible for performing or causing to be

performed necessary utility relocations/adjustments in accordance with applicable standards and, with limited exceptions specified in the DBA, for the costs associated with utility relocations/adjustments, except to the extent the utilities are legally responsible for such costs.

TxDOT is performing various levels of subsurface utility engineering investigation (“SUE”) on the Project and anticipates making additional information available prior to the Proposal Due Date.

### **1.3.6 Status of Design Schematics**

The preliminary project schematics for the Schematic Design and the Ultimate Project schematic were provided in the RFQ and have been incorporated into the RFP.

### **1.4 Documents in the Request for Proposals**

The RFP consists of the following volumes, and any other documents that may be issued by Addendum, as such documents may be amended and supplemented:

- (a) Volume I – this ITP (including exhibits and forms);
- (b) Volume II – the DBA Documents;
- (c) Volume III - the COMA Documents; and
- (d) Volume IV – the Reference Information Documents.

For the order of precedence of DBA Documents, refer to Section 1.2.1 of the DBA. For the order of precedence of COMA Documents, refer to Section 1.2.1 of the COMA.

The Reference Information Documents (“RID”) are included in the RFP for the purpose of providing information to Proposers that is in TxDOT’s possession. TxDOT has not determined whether the Reference Information Documents are accurate, complete, pertinent, or of any value to the Proposers. The Reference Information Documents will not form a part of the DBA or COMA. Except as may be provided otherwise in the DBA Documents or COMA Documents, TxDOT makes no representation, warranty or guarantee as to, and shall not be responsible for, the accuracy, completeness, or pertinence of the Reference Information Documents, and, in addition, shall not be responsible for any conclusions drawn therefrom.

### **1.5 Procurement Schedule**

The following represents the current schedule for the procurement.

<b><u>EVENT</u></b>	<b><u>DATE and TIME</u></b>
Issue Industry Review Draft Request for Proposals	August 4, 2014

<b><u>EVENT</u></b>	<b><u>DATE and TIME</u></b>
Last date for Proposers to submit questions regarding the Industry Review Draft RFP	August 15, 2014
One-on-one meetings with Proposers to discuss the Industry Review Draft RFP	August 19-21, 2014
Issue Request for Proposals	September 8, 2014
One-on-one meetings with Proposers to discuss questions regarding the RFP	September 23-25, 2014
Last date for Proposer submittal of questions regarding the initial RFP	September 30, 2014, 12:00 p.m.
Submission of ATCs for early review by TxDOT	October 7, 2014, 12:00 p.m.
Last date for Proposers to submit questions regarding RFP Addendum No. 1	October 29, 2014, 5:00 p.m.
One-on-one meetings with Proposers to discuss the RFP and potential ATCs	November 5-6, 2014
Last date for submittal of ATCs	November 13, 2014, 12:00 p.m.
Last date for Proposers to submit questions regarding RFP Addendum No. 2	December 1, 2014, 5:00 p.m.
One-on-one meetings with Proposers to discuss questions regarding RFP Addendum No. 2	December 5, 2015
Last date for Proposer submittal of: (1) changes in organization; and (2) changes in Key Personnel.	December 11, 2014, 12:00 p.m.
ATC Presentation Meetings (if requested)	December 15, 2014
Last date for Proposers to submit questions regarding RFP Addendum No, 3	December 17, 2014, 5:00 p.m.
Proposal Due Date	January 13, 2015, 12:00 p.m.
Anticipated conditional award by Texas Transportation Commission	February 26, 2015
DBA and COMA Executed (anticipated)	May 15, 2015

Where the RFP provides a deadline or due date for submission of documents, correspondence or other materials to TxDOT, the submission will only be considered timely if TxDOT receives the submittal by the date and, if applicable, the time specified.

## **1.6 General Provisions Regarding Proposals**

### **1.6.1 Proposal Contents**

As used in this procurement, the term "Proposal" means a Proposer's complete response to the RFP, including a (a) Technical Proposal and (b) Financial Proposal. The instructions and requirements for the Technical Proposal and the Financial Proposal are set forth in Exhibits B and C, respectively, and a checklist showing the

required contents of the entire Proposal is found in Exhibit E. The Proposal shall be organized in the order listed in Exhibit E, and shall be clearly indexed. Any failure to provide all the information and all completed forms (Exhibit D) in the format specified or submittal of a Proposal subject to any reservations, qualifications, conditions or assumptions may result in TxDOT's rejection of the Proposal or giving it a lower rating.

### **1.6.2 Inclusion of Proposal in DBA Documents and COMA Documents**

Portions of the successful Proposal will become part of the DBA Documents and COMA Documents, as specified in the DBA and COMA, respectively. All other information is for evaluation purposes only and will not become part of the DBA Documents or COMA Documents.

### **1.6.3 Ownership of Proposal and Applicability of Public Information Act**

Subject to Section 6.3 and the exceptions specified herein, the "Rules" (defined below in Section 2.1) and in the Texas Transportation Code (the "Code"), all written and electronic correspondence, exhibits, photographs, reports, printed material, tapes, disks, designs, and other graphic and visual aids submitted to TxDOT during this procurement process, whether included in the Proposal or otherwise submitted, become the property of the State of Texas upon delivery to TxDOT, and will not be returned to the submitting parties. Consequently, all such items may be subject to Texas Government Code, Chapter 552 (the "Public Information Act" or the "Act"). Proposers should familiarize themselves with the provisions of the Act requiring disclosure of public information, and exceptions thereto. In no event shall the State of Texas, TxDOT, or any of their agents, representatives, consultants, directors, officers or employees be liable to a Proposer or Proposer team member for the disclosure of any materials or information submitted in response to the RFP. See also Section 2.5.

## **1.7 Project Costs, Funding and Financing**

TxDOT's current total design-build estimate for the improvements to be developed as the Project is \$255 million. This estimate is inclusive of all costs to design and construct the Project.

TxDOT's plan of finance contemplates that TxDOT, using State funds will fund the design, construction and comprehensive maintenance of the Project. Proposers should be aware that all monetary obligations of TxDOT set forth in the DBA Documents and COMA Documents are subject to legislative appropriation by the State of Texas. Payments will be made in accordance with the DBA Documents and COMA Documents.

## **1.8 HUB and SBE Requirements**

This is a state-funded contract and TxDOT has determined that there are probable subcontracting opportunities for the design and construction of the Project. The

assigned HUB subcontracting goal for participation in the portion of the Work consisting of professional services (as defined in Government Code, Chapter 2254, Subchapter A, Section 2254.002(2)) is established as 23.7% of the Price allocable to such professional services. The DB Contractor will be required to comply with TxDOT's HUB Rules set forth in Title 43 TAC, Chapter 9, Subchapter L, all applicable requirements set forth in Title 34 TAC, Part 1, Chapter 20, Subchapter B, §20.14, the HUB Requirements set forth in Exhibit 6A to the DBA and the DB Contractor's approved HUB Subcontracting Plan, set forth in Exhibit 6 to the DBA.

TxDOT's SBE program applies to all highway construction and maintenance contracts that are funded entirely with state and local funds and all federally funded projects in which a DBE goal is not provided. The assigned SBE subcontracting goal for participation in the part of the Work consisting of Construction Work is established as 11% of the Price allocable to Construction Work. The DB Contractor will be required to comply with all applicable requirements set forth in 43 TAC Chapter 9, Subchapter K, the SBE Special Provisions set forth in Exhibit 7A to the DBA, and the provisions in DB Contractor's approved SBE Performance Plan, set forth in Exhibit 7B to the DBA. TxDOT's SBE requirements applicable to the COMA are set forth in Section 6.1 of the COMA.

As set forth in Section 3.2.9 of Exhibit B, each Proposer shall submit a certification concerning HUB and SBE requirements with its Proposal. Failure to provide the required HUB/SBE certification shall be considered a breach of the Proposal requirements and shall render a Proposal non-responsive.

Each Proposer shall submit a detailed HUB Subcontracting Plan with its Proposal, describing the methods to be employed for achieving TxDOT's HUB participation goals for the Project including, as applicable, Proposer's exercise of good faith efforts. Following conditional award of the DBA, the selected Proposer will be required to submit a detailed SBE Performance Plan describing the methods to be employed for achieving TxDOT's SBE participation goals for the Project, including Proposer's exercise of good faith efforts. Requirements for the HUB Subcontracting Plan are set forth in Exhibit J, and requirements for the SBE Performance Plan are set forth in the SBE Special Provisions and Exhibit 7A to the DBA. The SBE Performance Plan will be subject to review, comment and approval by TxDOT prior to and as a condition of final award of the DBA and COMA.

The DB Contractor shall not cancel or terminate any Subcontract with an SBE firm except in accordance with all requirements and provisions applicable to cancellation or termination of Subcontracts with SBE firms set forth in 43 TAC Chapter 9, Subchapter K.

## **1.9 Federal Requirements**

In order to preserve the ability of TxDOT to use federal funding for the Ultimate Project; the procurement process, the DBA Documents and COMA Documents must comply with applicable federal Laws.

## **SECTION 2.0    PROCUREMENT PROCESS**

### **2.1    Procurement Method**

The RFP is issued pursuant to Chapter 223, Subchapter F of the Code, Sections 9.150-9.155 of Title 43, Texas Administrative Code (the “Rules”), as well as other applicable provisions of Texas and federal Law.

TxDOT will award the DBA and COMA, if at all, to the responsible Proposer offering a Proposal meeting the high standards set by TxDOT and which is determined by TxDOT to provide the best value to TxDOT and to be in the best interest of the State of Texas.

TxDOT will accept Proposals for the Project only from those Proposers TxDOT has shortlisted for the procurement based on their responses to the RFQ.

### **2.2    RFP Issuance, Communications and Other Information**

The RFP and any Addenda will be issued on TxDOT’s public website for the Project. In addition, the RFP and any Addenda will be made available to shortlisted Proposers in electronic format on the RFP Website. The versions posted on the RFP Website are for Proposers’ reference only and do not constitute the official RFP documents.

Access to the RFP Website will be granted only to shortlisted Proposers. The RFP Website address, username and password shall be provided separately to each shortlisted Proposer. Each shortlisted Proposer will be required to treat the username and password as confidential information and to check the site regularly for Addenda to this RFP, confidential Reference Information Documents and for other procurement related information.

#### **2.2.1    Authorized Representative**

TxDOT has designated the following individual to be its authorized representative for the procurement (the “Authorized Representative”):

Tony Payberah, P.E.  
Texas Department of Transportation  
7600 Chevy Chase Drive  
Building 2, Suite 400  
Austin, TX 78752  
E-mail: TxDOT\_FTW\_PPP\_SH360-Section1@txdot.gov

From time to time during the procurement process, TxDOT may designate another Authorized Representative to communicate with Proposers.

#### **2.2.2    Identification of Proposer Designated Representative**

Each Proposer shall have a designated representative who is authorized to receive documents, communications or notices and to communicate with TxDOT on behalf of

the Proposer in connection with the procurement. Proposer's designated representative shall initially be the person identified in the QS as the single point of contact for the Proposer. If a Proposer changes its designated representative(s) subsequent to its submission of its QS, Proposer shall provide TxDOT's Authorized Representative with the name and address of such new designated representative(s). Failure to identify a designated representative in writing may result in a Proposer failing to receive important communications from TxDOT. TxDOT is not responsible for any such failure.

### **2.2.3 Rules of Contact**

From the date of issuance of the RFQ (March 10, 2014) until August 4, 2014, the rules of contact provisions in the RFQ were applicable to this procurement. Starting on August 4, 2014, the date the Draft RFP was issued for industry review, and ending on the earliest of (i) execution and delivery of the DBA and COMA, (ii) rejection of all Proposals by TxDOT or (iii) cancellation of the RFP, the rules of contact set forth below shall apply. These rules are designed to promote a fair and unbiased procurement process. Contact includes face-to-face, telephone, facsimile, electronic-mail (e-mail), social media, instant messages, texts, or formal written communication.

The specific rules of contact are as follows:

(a) No Proposer nor any of its team members may communicate with another Proposer or its team members with regard to the RFP or either team's Proposal, except that (i) subcontractors that are shared between two or more Proposer teams may communicate with their respective team members so long as those Proposers establish a protocol to ensure that the subcontractor will not act as a conduit of information between the teams and (ii) this prohibition does not apply to public discussions regarding the RFP at any TxDOT-sponsored informational meetings.

(b) Each Proposer shall designate one representative responsible for all communications between the Proposer and TxDOT (initially, the person identified in the QS as the sole point of contact), and such designated representative shall correspond with TxDOT regarding the RFP only through TxDOT's Authorized Representative (except communications with TxDOT's ombudsman as provided in Section 2.3.2 below).

(c) No Proposer or representative thereof shall have any communications regarding the RFP or the procurement described herein with any member of the Texas Transportation Commission ("Commission"), Stakeholder or with any TxDOT staff, advisors, contractors or consultants involved with the procurement or the Project, except for communications with TxDOT consultants who have completed their services for the Project and been released by TxDOT, communications expressly permitted by the RFP or except as approved in advance by the Authorized Representative or the Chief Planning and Project Officer, in his/her sole discretion. The foregoing restriction shall not, however, preclude or restrict communications with regard to matters unrelated to the RFP or participation in public meetings of the Commission or any public or Proposer workshop related to the RFP.

(d) Proposers shall not contact any of the Stakeholders regarding the Project, including employees, representatives, members and consultants of the Stakeholders, except as specifically approved in advance by TxDOT in writing or as set forth in this Section 2.2.3(d) (i) or (ii) below, or as specifically approved in advance by TxDOT in writing after Proposer submits a written request to TxDOT no later than five Business Days in advance of the proposed date for such meeting that includes the proposed date, time and location of the meeting; a list of anticipated attendees; a proposed agenda; and a list of the specific questions to be addressed at such meeting. Notwithstanding the foregoing:

(i) each Proposer may meet with the Project Cities in their role as municipal utility providers and only to the extent that their role as municipal utility providers may be relevant for the Project -- for the sole purpose of discussing utility issues in connection with the Project; provided that the Proposer shall provide written notice to TxDOT of the date, time, location and anticipated attendees of such meetings no later than three business days in advance of each such meeting; and provided, however, that the Proposer shall not discuss other Proposers or their Proposals, negotiate exclusive arrangements to the detriment of other Proposers or otherwise seek an unfair competitive advantage; and

(ii) each Proposer may contact private landowners along the Project corridor for the purpose of performing due diligence and discussing aspects of the Proposal, including temporary construction easement, staging areas and borrow; provided, however, (A) the Proposer shall not discuss other Proposers or their Proposals, negotiate exclusive arrangements to the detriment of other Proposers or otherwise seek an unfair competitive advantage; and (B) the Proposer shall provide written notice to TxDOT of the name of the private landowner, the topic of the proposed discussion and the date of the proposed discussion no later than seven days in advance of each such meeting. Furthermore, Proposers shall not attempt to obtain from such landowners rights of entry during the procurement except as set forth in Section 2.7.

(e) Proposers shall not communicate with the Texas Comptroller of Public Accounts.

(f) Any communications determined by TxDOT, in its sole discretion, to be improper may result in disqualification.

(g) Any official information regarding the Project, other than communications regarding a Proposer's Alternative Technical Concepts ("ATCs"), will be disseminated by TxDOT on the RFP Website. Any official correspondence will be in writing, on TxDOT letterhead and signed by TxDOT's Authorized Representative or designee.

(h) TxDOT will not be responsible for any oral exchange or any other information or exchange that occurs outside the official process specified herein.



Proposers shall note that no correspondence or information from TxDOT or anyone representing TxDOT regarding the RFP or the Proposal process in general shall have any effect unless it is in compliance with Section 2.2.3 (g).

## **2.3 Questions and Response Process, and Addenda**

### **2.3.1 Questions and Responses Regarding the RFP**

Proposers shall be responsible for reviewing the RFP and any Addenda issued by TxDOT prior to the Proposal Due Date, and for requesting written clarification or interpretation of any perceived mistake, discrepancy, deficiency, ambiguity, error or omission contained therein, or of any provision that Proposer fails to understand. Failure of Proposer to so examine and inform itself shall be at its sole risk, and no relief for error or omission will be provided by TxDOT. Proposers shall submit, and TxDOT may respond to, requests for written clarification in accordance with this Section 2.3.1. To the extent responses are provided, they will not be considered part of the DBA Documents or COMA Documents, nor will they be relevant in interpreting the DBA Documents or COMA Documents, except as expressly set forth therein.

TxDOT will only consider comments or questions regarding the RFP, including requests for clarification and requests to correct errors, if submitted by a shortlisted Proposer to the Authorized Representative or, if it is a confidential communication regarding the procurement process, to TxDOT's designated ombudsman, by hard copy, facsimile or other electronic transmission in the format prescribed herein (see Section 2.3.2 for a description of the instances in which communications may be submitted to the ombudsman).

Such comments or questions may be submitted to the Authorized Representative at the RFP Website, with a copy sent via e-mail, at any time prior to the applicable last date and time specified in Section 1.5 or such later date and/or time as may be specified in any Addendum and shall: (i) be in Microsoft Word format (ii) be sequentially numbered; (iii) identify the document (i.e., the DBA, the COMA, the Technical Provisions, etc.); (iv) identify the relevant section number and page number (e.g., CDA, Section 5.2) or, if it is a general question, so indicate; (v) not identify the Proposer's identity in the body of the question or contain proprietary or confidential information and (vi) indicate whether the question is a Category 1, 2, 3 or 4 question, as defined below.

"Category 1" means a potential "go/no-go" issue that, if not resolved in an acceptable fashion, may preclude the Proposer from submitting a Proposal. "Category 2" means a major issue that, if not resolved in an acceptable fashion, will significantly affect value for money or, taken together with the entirety of other issues, may preclude the Proposer from submitting a Proposal. "Category 3" means an issue that may affect value for money, or another material issue, but is not at the level of a Category 1 and Category 2 issue. "Category 4" means an issue that is minor in nature, a clarification, a comment concerning a conflict between documents or within a document, etc.

Proposers will be limited to 50 questions regarding the initial RFP and 30 questions per

each Addendum issued thereafter, if any. If a question has more than one subpart, each subpart will be considered a separate question. Corrections of typographical errors, incorrect cross references or internal inconsistencies within or among the RFP documents will be excluded from the 50 and 30-question limitations.

Except with respect to one-on-one meetings, no telephone or oral requests will be considered, and e-mail requests must be followed up by delivery of a hard copy with an original signature either through the US mail or other delivery. Proposers are responsible for ensuring that any written communications clearly indicate on the first page or in the subject line, as applicable, that the material relates to the SH 360 Project. No requests for additional information or clarification submitted to any person other than TxDOT's Authorized Representative or, subject to compliance with Section 2.3.2, to TxDOT's designated ombudsman will be considered. Questions may be submitted only by the Proposer's designated representative(s), and must include the requestor's name, address, telephone and facsimile numbers, and the Proposer he/she represents.

The questions and, if applicable, TxDOT's responses will be in writing and will be delivered to all Proposers, except that TxDOT intends to respond individually to those questions identified by a Proposer or deemed by TxDOT as containing confidential or proprietary information relating to Proposer's Proposal or ATCs. TxDOT reserves the right to disagree with a Proposer's assessment regarding confidentiality of information in the interest of maintaining a fair process or complying with applicable Law. Under such circumstances, TxDOT will inform Proposer and may allow Proposer to withdraw the question, rephrase the question, or have the question answered non-confidentially or, if TxDOT determines that it is appropriate to provide a general response, TxDOT will modify the question to remove information that TxDOT determines is confidential. TxDOT may rephrase questions as it deems appropriate and may consolidate similar questions. TxDOT may convene pre-proposal meetings with Proposers as it deems necessary (see Section 2.4), and Proposers must make themselves available to TxDOT for such pre-proposal meetings and to discuss any matters they submit to TxDOT under this Section 2.3.1. If TxDOT determines, in its sole discretion, that its interpretation or clarification requires a change in the RFP, TxDOT will prepare and issue an Addendum.

### **2.3.2 Ombudsman**

TxDOT has designated an employee who is not involved in this procurement to act as an ombudsman for the purpose of receiving written communications submitted in accordance with this Section 2.3.2 on a confidential basis regarding the procurement process. Instead of submitting written communications to TxDOT's Authorized Representative as provided in Section 2.3.1, a Proposer may submit such confidential communications, comments or complaints regarding the procurement to the ombudsman, where Proposer believes in good faith that confidentiality is essential. Please note that the deadline set forth in Section 2.3.1 applies to comments and questions regarding the RFP that are submitted to the ombudsman. A Proposer must submit such confidential communications in a separate document that does not include any information identifying Proposer. After receiving such confidential communications, the ombudsman shall forward only the separate document containing the confidential

communication to TxDOT's Authorized Representative as identified in Section 2.2.1. If the ombudsman determines that the submitted material is not of a confidential nature or has been submitted past the applicable deadline set forth in Section 2.3.1, the ombudsman shall return the submission to Proposer and instruct Proposer to submit the communication directly to TxDOT's Authorized Representative in accordance with Section 2.3.1. TxDOT has designated the following individual who is not involved in the procurement to be the ombudsman for the procurement:

Ms. Rebecca Blewett  
Associate General Counsel  
Texas Department of Transportation  
125 E. 11<sup>th</sup> Street Austin, Texas 78701  
E-mail: Becky.Blewett@txdot.gov

All other questions and requests for clarification should be submitted to the Authorized Representative in accordance with Section 2.3.1.

### **2.3.3 Addenda**

TxDOT reserves the right, in its sole discretion, to revise, modify or change the RFP and/or procurement process at any time before the Proposal Due Date (or, if Proposal Revisions are requested pursuant to Section 5.6, prior to the due date for Proposal Revisions). Any such revisions will be implemented through issuance of Addenda to the RFP.

## **2.4 Pre-Proposal Meetings**

### **2.4.1 Informational Meetings**

TxDOT may hold joint informational meetings with all Proposers at any time prior to the Proposal Due Date following notice to all Proposers.

### **2.4.2 One-on-One Meetings**

TxDOT intends to conduct one-on-one meetings with each Proposer on the dates set forth in Section 1.5, and on such other dates designated by TxDOT in writing to the Proposers, to discuss issues and clarifications regarding the RFP and Proposer's ATCs. TxDOT reserves the right to disclose to all Proposers any issues raised during the one-on-one meetings, except to the extent that TxDOT determines, in its sole discretion, such disclosure would impair the confidentiality of an ATC or would reveal a Proposer's confidential business strategies. Participation at such meetings by the Proposers shall be mandatory. The Federal Highway Administration ("FHWA") and the Authority may also participate in all one-on-one meetings.

### **2.4.3 Questions and Responses During One-on-One Meetings**

During one-on-one meetings, Proposers may ask questions and TxDOT may provide responses. However, any responses provided by TxDOT during one-on-one meetings

may not be relied upon unless questions were submitted in writing and TxDOT provided written responses in accordance with Section 2.3.1 and then only to the extent expressly set forth in the CDA. The questions and TxDOT's responses will be provided in writing to all Proposers, except to the extent such questions are deemed by TxDOT to contain confidential or proprietary information relating to a particular Proposer's Proposal or ATCs.

## **2.5 Confidentiality/Public Information Act Disclosure Requests**

### **2.5.1 Confidentiality Rules**

Each Proposer, by submitting a Proposal to TxDOT in response to the RFP, consents to the disclosures described in this ITP, including the disclosures in this Section 2.5 and all other disclosures required under the Public Information Act (the "Act"), the Code, the Rules, or any other Law relating to the confidentiality or disclosure of information, and expressly waives any right to contest, impede, prevent or delay such disclosure, or to initiate any proceeding that may have the effect of impeding, preventing or delaying such disclosure. Under no circumstances will TxDOT be responsible or liable to a Proposer or any other party as a result of disclosing any such materials. Proposer further agrees to assist TxDOT in complying with these disclosure requirements if it is selected as the apparent best value Proposer.

### **2.5.2 Observers During Evaluation**

Proposers are advised that observers from federal or other agencies, including the Authority, may observe the Proposal evaluation process and will be permitted to review the Proposals after the Proposal Due Date. TxDOT has agreed to allow: (i) FHWA officials and their outside advisors, and (ii) the Authority to participate in the evaluation process without voting rights. Outside observers (other than FHWA officials) will be required to sign TxDOT's standard confidentiality agreement.

### **2.5.3 Public Disclosure of Proposal Documents**

Proposers are advised that the information contained in Form J (Conflict of Interest Disclosure Statement) and the Executive Summary (described in Exhibit B, Section 3.1) of each Proposal may be publicly disclosed by TxDOT at any time, in TxDOT's sole discretion.

Proposers are advised that upon recommendation to the Commission of the selection of an apparent best value Proposer and in TxDOT's sole discretion, TxDOT may publicly release (a) each Proposal with the exception of: non-public financial statements of privately held entities and unsuccessful Proposers' Pricing Forms); and (b) the selected apparent best value Proposer's Pricing Forms, or any of the information contained therein. In the event TxDOT is unable to reach agreement on the DBA with the selected apparent best-value Proposer and TxDOT, in accordance with applicable law, chooses to enter into negotiations with the next highest ranking Proposer, then the Pricing Forms submitted by the next such highest ranking Proposer and any information contained therein may be disclosed as described in the previous sentence for the selected

apparent best-value Proposer.

Prior to recommendation to the Commission of the selection of an apparent best-value Proposer, the financial statements and any Pricing Forms submitted by Proposers and the information contained therein shall be subject to disclosure as may be required by the Public Information Act, the Code, the Rules, or any other Law relating to the confidentiality or disclosure of information.

After recommendation to the Commission of the selection of an apparent best-value Proposer, but prior to execution of the DBA, any Pricing Forms submitted by Proposers and the information contained therein, other than that of the apparent best-value Proposer (or that of the next highest ranking Proposer, if such Proposer is in DBA negotiations with TxDOT) shall be subject to disclosure as may be required by the Public Information Act, the Code, the Rules, or any other Law relating to the confidentiality or disclosure of information.

After final award, or in the event that the procurement is cancelled by TxDOT, TxDOT shall have the right to publicly disclose any and all portions of all the Proposals, except the non-public financial statements of privately held entities. However, the non-public financial statements of privately held entities shall be subject to disclosure as may be required by the Public Information Act, the Code, the Rules, or any other Law relating to the confidentiality or disclosure of information.

#### **2.5.4 Disclosure Process for Requests Under the Act**

If a request is made under the Act for disclosure of the Proposals or information contained therein, other than information which may be otherwise disclosed pursuant to the Proposer's express consent given in accordance with Section 2.5.1, TxDOT will submit a request for an opinion from the Office of the Attorney General prior to disclosing any such documents. Proposer shall then have the opportunity to assert its basis for non-disclosure of such documents and claimed exception under the Act or other applicable Law to the Office of the Attorney General within the time period specified in the notice issued by TxDOT and allowed under the Act. However, it is the responsibility of Proposer to monitor such proceedings and make timely filings. TxDOT may, but is not obligated to, make filings of its own concerning possible disclosure; however, TxDOT is under no obligation to support the positions of Proposer.

By submitting a Proposal to TxDOT in response to the RFP, Proposer consents to, and expressly waives any right to contest, the provision by TxDOT to the Office of the Attorney General of all, or representative samples of, the Proposal, including any non-public financial statements of privately held entities and other confidential or proprietary information, in accordance with the Act; and each Proposer consents to the release of all such information to the Attorney General for purposes of the Attorney General making a determination in response to a disclosure request under the Act. Under no circumstances will TxDOT be responsible or liable to a Proposer or any other party as a result of disclosing any materials, whether the disclosure is deemed required by Law or by an order of court or occurs through inadvertence, mistake or negligence on the part

of TxDOT or its officers, employees, contractors or consultants.

All Proposers should obtain and thoroughly familiarize themselves with the Act, Code and any Rules applicable to the issue of confidentiality and public information. TxDOT will not advise a Proposer as to the nature or content of documents entitled to protection from disclosure under the Code, the Act or other Texas laws, as to the interpretation of such laws, or as to definition of trade secret. Proposer shall be solely responsible for all determinations made by it under applicable Laws. Each Proposer is advised to contact its own legal counsel concerning the effect of applicable Laws to that Proposer's own circumstances.

In the event of any proceeding or litigation concerning the disclosure of any Proposal or portion thereof, including any non-public financial statements of privately held entities and other confidential or proprietary information submitted by Proposer, Proposer shall be responsible for prosecuting or defending any action concerning the materials at its sole expense and risk; provided, however, that TxDOT reserves the right, in its sole discretion, to intervene or participate in the litigation in such manner as it deems necessary or desirable. All costs and fees (including attorneys' fees and costs) incurred by TxDOT in connection with any litigation, proceeding or request for disclosure shall be reimbursed and paid by Proposer whose Proposal is the subject thereof. If TxDOT voluntarily intervenes in litigation or a proceeding, such Proposer shall not be liable to reimburse TxDOT for costs and fees (including attorney's fees and costs) incurred by TxDOT in connection with such litigation or proceeding, unless the Proposer requests TxDOT to intervene.

## **2.6 TxDOT Studies and Investigations**

To the extent TxDOT undertakes any investigative activities, the information obtained by TxDOT from such activities may be made available to Proposers in the Reference Information Documents. All information provided by TxDOT will be subject to the same limitations applicable to similar information furnished in the Reference Information Documents. Specifically, TxDOT makes no representation or warranty as to the accuracy, completeness or suitability of the additional information.

## **2.7 Site Access**

An expedited process for obtaining rights of entry to access portions of the Project is attached hereto as Exhibit F. Exhibit F-1 is the process for obtaining rights of entry to property that is not owned by the State, and Exhibit F-2 is the process for obtaining a right of entry to enter State-owned ROW. Pursuant to the terms of Exhibits F-1 and F-2, as applicable, and subject to the Proposer obtaining any required administrative or governmental approvals, Proposers may be allowed access to portions of the Draft Schematic ROW for purposes of inspecting in-place assets and determining Site conditions through non-destructive investigations and pavement coring until the Proposal Due Date, provided that the conditions specified in Exhibits F-1 and F-2, as applicable, and this Section 2.7 are met. This work may include surveys and site investigations, such as geotechnical, Hazardous Materials and Utilities investigations.

This work also may include pavement coring, subject to the following requirements: (1) Proposers must coordinate a schedule for pavement coring with TxDOT; (2) Proposers shall only perform pavement coring at the times specified by TxDOT; (3) each Proposer may not extract more than 20 pavement cores within the Draft Schematic ROW; (4) Proposers may perform pavement coring solely in the specific locations within the Draft Schematic ROW that are approved by TxDOT; (5) Proposers will be granted access for pavement coring in the order they submit a request for pavement coring in accordance with these provisions (i.e., on a first come, first served basis); (6) only one Proposer will be permitted to perform pavement coring per night; and (7) no pavement coring shall be done on bridges.

Any Proposer seeking such access shall contact TxDOT's Authorized Representative with proposed dates and locations for such work, which shall be subject to TxDOT's review and approval. The Proposer shall submit a preliminary testing plan for approval to the Authorized Representative before beginning any geotechnical investigations within the Project ROW or on the existing roadway. This plan shall indicate the proposed extent of removal or disturbance of any in place sub-grade or in place roadway material. The plan shall describe surface location and depth of testing as well as specific test description to be performed. The Proposer shall also submit the proposed method to refill and replace any removed roadway material to ensure the safe function of the in-place pavement. Finally, the Proposer shall submit for approval the proposed traffic control supplier and traffic control plan needed to complete any and all testing.

After conditional award has been made, the selected Proposer will be allowed access to the Project Right of Way that TxDOT owns, in accordance with the process described in this Section 2.7, in order to conduct surveys and site investigations, including geotechnical, Hazardous Materials and Utilities investigations, and to engage in the other activities referenced in the DBA Documents that are allowed prior to NTP2.

## **2.8 Errors**

If any mistake, discrepancy, deficiency, ambiguity, error, or omission is identified by Proposer at any time during the procurement process in any of the documents supplied by TxDOT, Proposer shall notify TxDOT of the recommended correction in writing in accordance with Section 2.3.1.

## **2.9 Improper Conduct**

### **2.9.1 Non-Collusion**

Neither Proposer nor any of its team members shall undertake any of the prohibited activities identified in the Non-Collusion Affidavit (Form F).

### **2.9.2 Organizational Conflicts of Interest**

The Rules at 43 Texas Administrative Code § 9.155 regarding organizational conflicts of interest apply to all design-build projects, including this Project. Proposers are advised

that these rules may preclude certain firms and their subsidiaries and affiliates from participating on a Proposer team.

Firms that are prohibited from proposing or joining a Proposer team include, but are not limited to:

- CDM Smith, Inc.
- Reynolds, Smith and Hills, Inc.
- Ramos Consulting, LLC
- HBMG, Inc.
- Nancy Ledbetter & Associates, Inc.
- Surveying and Mapping, Inc. (SAM, Inc.)
- Woodrooffe Dynamics
- Owen Consulting
- GRAM Traffic Counting, Inc.
- CJ Hensch & Associates, Inc.
- Resource Systems Group, Inc.
- SEK Engineering, Corp.
- Nossaman, LLP
- KPMG, LLP
- Brown & Gay Engineers, Inc.
- Burns & McDonnell
- PaveTex Engineering
- Civil Associates
- White Hawk Engineering
- US ROW Services
- Locke Lord, LLP



- Atkins
- AP Engineering Consultants, Inc.
- HNTB Corporation
- Aguirre Roden Building Systems, Inc.
- EJES, Inc.
- Open Channels Group
- Arredondo, Zepeda & Brunz, LLC (“AZ&B”)
- Burrell Associates Executive Search, LLC
- VRX, Inc.

By submitting its Proposal, each Proposer agrees that, if an organizational conflict of interest (as defined in the Rules) is thereafter discovered, Proposer must make an immediate and full written disclosure to TxDOT that includes a description of the action that Proposer has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist, TxDOT may, at its sole discretion, cancel the procurement, disqualify Proposer with a conflict or take other action as necessary to mitigate the conflict. If Proposer was aware of an organizational conflict of interest prior to the award of the DBA and COMA and did not disclose the conflict to TxDOT, TxDOT may pursue remedies under the DBA and COMA, including termination of the DBA and COMA for default.

## **2.10 Changes in Proposer’s Organization**

Proposers are advised that in order for a Proposer to remain qualified to submit a Proposal after it has been placed on the shortlist, unless otherwise approved in writing by TxDOT, Proposer’s organization as identified in the QS must remain intact for the duration of the procurement process. If a Proposer wishes to make changes in the team members identified in its QS, including, without limitation, additions, deletions, reorganizations, changes in equity ownership interests and/or role changes in or of any of the foregoing, Proposer shall submit to TxDOT a written request for approval of the change from TxDOT as soon as possible but in no event later than the applicable last date set forth in Section 1.5. Any such request shall be addressed to TxDOT at the address set forth in Section 2.2.1, accompanied by the information specified for such entities in the RFQ. If a request is made to allow deletion or role change of any Major Participant identified in its QS, Proposer shall submit such information as may be required by TxDOT to demonstrate that the changed team meets the RFQ and RFP criteria (pass/fail and technical). Proposer shall submit an original and five copies of each request package. TxDOT is under no obligation to approve such requests and may approve or disapprove in writing a portion of the request or the entire request in its

sole discretion. Except as provided herein, in the DBA Documents and in the COMA Documents, a Proposer may not make any changes in the team members identified in its QS after the applicable last date set forth in Section 1.5. Between the applicable date set forth in Section 1.5 and execution of the DBA and COMA, TxDOT, in its sole discretion, will consider requests by Proposers to make changes in Proposers' organization based only on unusual circumstances beyond Proposer's control.

## **2.11 Changes in Key Personnel**

Proposers are advised that TxDOT discourages changes in Key Personnel from the individuals listed in the QS. Any proposed changes in Key Personnel from those identified in the QS are subject to TxDOT approval as specified in this Section 2.11. Each Proposer shall submit a package that includes a list of any proposed changes in Key Personnel from those identified in the QS, along with copies of resumes for each such person (which must contain the individual's qualifications and relevant work experience) and contact information for three references for each individual. In addition, if any individual to be included in the Proposal is also proposed as a Key Personnel or for another position on any other TxDOT procurement, Proposer shall include in the package either: (1) a statement certifying that said individual will be available to assume its designated role on the SH 360 Project if Proposer is the successful Proposer or (2) the resume of a qualified alternate. Each such package shall include an original and five copies of the information specified above. The package shall be submitted to TxDOT by the date and time for submittal of changes in Key Personnel specified in Section 1.5 for review and written approval by TxDOT, in its sole discretion. The package shall be delivered to the address set forth in Section 2.2.1.

TxDOT is under no obligation to approve requested changes in Key Personnel or designations of new Key Personnel and may disapprove such requests at its sole discretion. If TxDOT, in its sole discretion, disapproves a proposed Key Personnel or (if applicable) its proposed alternate, Proposer shall submit the information required above for its proposed substitute for review and approval by TxDOT in accordance with the foregoing process at least ten Business Days prior to the Proposal Due Date. The Proposal may not include any Key Personnel previously disapproved by TxDOT in writing for such Key Personnel position. A Proposer may not make any changes in its Key Personnel after receipt of TxDOT approval as specified in this Section 2.11.

## **2.12 Sales Tax**

The Project is exempt from sales tax for certain Expendable Materials as more particularly described in the DBA Documents. The selected Proposer and its contractors and subcontractors will be required to submit a "Texas Sales and Use Tax Exemption Certification" to a seller for exempt items. The referenced form is available online to the public through the Texas Comptroller's website.

## **SECTION 3.0 ALTERNATIVE TECHNICAL CONCEPTS**

### **3.1 Alternative Technical Concepts**

“Alternative Technical Concepts” or “ATCs” are concepts that conflict with the requirements for design, construction and comprehensive maintenance of the Project or otherwise require a modification of the Technical Provisions but that may nevertheless be proposed in accordance with the terms and conditions set forth in this ITP. Sections 3.1 through 3.5 set forth a process for pre-proposal review of ATCs. This process is intended to allow Proposers to incorporate innovation and creativity into the Proposals, in turn allowing TxDOT to consider Proposer ATCs in making the selection decision, to avoid delays and potential conflicts in the design associated with deferral of reviews of ATCs to the post-award period, and, ultimately, to obtain the best value for the public.

ATCs eligible for consideration hereunder shall be limited to those deviations from the requirements of the as-issued DBA Documents or COMA Documents that result in performance and quality of the end product that is equal to or better than the performance and quality of the end product absent the deviation, as determined by TxDOT in its sole discretion. A concept is not eligible for consideration as an ATC if, in TxDOT’s sole judgment, it is premised upon or would require (a) a reduction in Project scope, performance or reliability; (b) the addition of a separate TxDOT project to the DBA (such as expansion of the scope of the Project to include additional roadways), or (c) an increase in the amount of time required for Substantial Completion of the Work under the DBA. ATCs that, if implemented, would require any environmental evaluation or reevaluation of the Project, may be allowed, provided that DB Contractor will bear the schedule and cost risk associated with such additional environmental evaluation. If DB Contractor is not able to obtain the approvals necessary to implement the ATC, DB Contractor will be obligated to develop the Project in accordance with existing approvals without additional cost or extension of time.

Any ATC that has been pre-approved may be included in the Proposal, subject to the conditions set forth herein.

If a Proposer is unsure whether a concept is consistent with the requirements of the RFP or if that concept would be considered an ATC by TxDOT, TxDOT recommends that Proposer submit such concept for review as an ATC.

### **3.2 Pre-Proposal Submission of ATCs**

**3.2.1** Using the form attached hereto as Exhibit I (ATC Proposal), Proposer may submit ATCs for review to TxDOT until the applicable last date and time for submittal of ATCs identified in Section 1.5. ATCs shall be delivered to TxDOT at the following address:

Tony Payberah, P.E.  
Texas Department of Transportation  
7600 Chevy Chase Drive

Building 2, Suite 400  
Austin, TX 78752

All ATCs shall be submitted in writing, with a cover sheet identifying the Proposer and stating "SH360 Project – Confidential ATCs," and following the instructions on Exhibit I. If Proposer does not use Exhibit I, the submission may not be treated as an ATC by TxDOT. ATC submittals shall include five copies of Exhibit I.

**3.2.2** Proposer shall not make any public announcement or disclosure to third parties concerning any ATC until after approval (including conditional approval) has been obtained. Following approval (including conditional approval), if a Proposer wishes to make any such announcement or disclosure, it must first notify TxDOT in writing of its intent to take such action, including details as to date and participants, and obtain TxDOT's prior written consent, in its sole discretion, to do so.

**3.2.3** If implementation of an ATC will require approval by a third party (e.g., a governmental authority), Proposer shall have full responsibility for, and bear the full risk of, obtaining any such approvals after award of the DBA and COMA and submission of data; provided, however, that TxDOT shall retain its role as liaison with any governmental authorities as more particularly described in the DBA Documents and COMA Documents. If any required third-party approval is not subsequently granted with the result that Proposer must comply with the requirements of the original RFP, Proposer will not be entitled to a Change Order for additional compensation or time under the DBA or COMA.

**3.2.4** If TxDOT determines, based on a proposed ATC or otherwise, that the RFP contains an error, ambiguity or mistake, TxDOT reserves the right to modify the RFP to correct the error, ambiguity or mistake, regardless of any impact on a proposed ATC.

### **3.3 TxDOT Review of Pre-Proposal Submission of ATCs**

TxDOT may request additional information regarding proposed ATCs at any time and will, in each case, return responses to each Proposer regarding its ATC on or before the applicable last date set forth in Section 1.5, provided that TxDOT has received all required and requested information regarding such ATC.

TxDOT's responses will be limited to one of the following statements:

- (a) the ATC is acceptable for inclusion in the Proposal;
- (b) the ATC is not acceptable for inclusion in the Proposal;
- (c) the ATC is not acceptable in its present form, but may be acceptable upon the satisfaction, in TxDOT's sole discretion, of certain identified conditions that must be met or clarifications or modifications that must be made;
- (d) the submittal does not qualify as an ATC but may be included in Proposer's Proposal because it appears to be within the requirements of the RFP; or

(e) the submittal does not qualify as an ATC and may not be included in the Proposer's Proposal.

In addition, if TxDOT determines that implementation of the ATC will decrease overall project costs but will result in an increase in TxDOT's costs, TxDOT will provide in the ATC approval letter the amount of the estimated increase in its costs (the "ATC Cost Adjustment"). If the ATC is in fact incorporated into such Proposer's Proposal, the ATC Cost Adjustment shall be added to the Price for evaluation purposes only in accordance with Section 5.4.1.2.

TxDOT will make a preliminary determination on whether to accept and approve an ATC for submission. TxDOT will then provide each Proposer with an opportunity to request a one-hour ATC presentation meeting to discuss the ATCs that were preliminarily given conditional approval or were rejected. If a Proposer chooses to request a meeting, the Proposer shall provide TxDOT with an agenda regarding the ATCs it wishes to discuss. Thereafter, TxDOT will provide a final determination regarding the ATCs included on Proposer's meeting agenda and discussed during the meeting. Preliminary determinations for the ATCs not included on the Proposer agenda, or shown on the Proposer agenda but not discussed by the Proposer in the ATC presentation meeting, will be deemed final. Proposers will be responsible for ensuring that the ATCs submitted with the Proposal comply with the requirements of the RFP.

Approval of an ATC will constitute a change in the specific requirements of the DBA Documents or COMA Documents associated with the approved ATC for that specific Proposer. Each Proposer, by submittal of its Proposal, acknowledges that the opportunity to submit ATCs was offered to all Proposers, and waives any right to object to TxDOT's determinations regarding acceptability of ATCs and any ATC Cost Adjustments made in accordance with this Section 3.3 and Section 5.4.1.2.

TxDOT's rejection of a pre-proposal submission of an ATC will not entitle Proposer to an extension of the Proposal Due Date or the date that the ATCs are due; provided, however, that the foregoing shall not limit TxDOT's absolute and sole right to modify the Proposal Due Date or any other date in connection with this procurement.

TxDOT anticipates that its comments provided to a Proposer will be sufficient to enable Proposer to make any necessary changes to its ATCs. However, if a Proposer wishes additional clarifications regarding necessary changes, Proposer may provide a written request for clarifications under Section 2.3.1.

### **3.4 Incorporation of ATCs in the DBA Documents and COMA Documents**

Following conditional award of the DBA and COMA, the ATCs that were pre-approved by TxDOT and incorporated in the Proposal by the successful Proposer shall be included in the DBA Documents or COMA Documents, as applicable. If TxDOT responded to any ATC by stating that it would be acceptable if certain conditions were met, those conditions will become part of the DBA Documents or COMA Documents, as

applicable. The DBA Documents and COMA Documents will be conformed after conditional award, but prior to execution of the DBA and COMA, to reflect the ATCs, including any TxDOT conditions thereto. Notwithstanding anything to the contrary herein, if the DB Contractor does not comply with one or more TxDOT conditions of pre-approval for an ATC or DB Contractor fails to obtain a required third party approval for an ATC, DB Contractor will be required to comply with the original requirements of the RFP without additional cost or extension of time as set forth in the DBA and COMA.

Prior to execution of the DBA and COMA, ATCs from unsuccessful Proposers that have agreed, at their option, to execute the Payment for Work Product Agreement as described at Section 6.3, thus confirming their acceptance of the stipend, may, in TxDOT's sole discretion, be presented to the selected DB Contractor for possible incorporation in the DBA Documents or COMA Documents, as applicable, during negotiation of the final terms of the DBA pursuant to Section 5.10.1. In addition, following execution of the DBA and COMA, ATCs from unsuccessful Proposers may, in TxDOT's sole discretion, be presented to the selected DB Contractor as a TxDOT Change Order in accordance with the DBA and COMA.

### **3.5 Confidentiality**

TxDOT may disclose a Proposer's ATCs to the Authority for the purpose of review of and comment on the ATC by the Authority. In that event, the Authority personnel involved will have executed the appropriate confidentiality agreement. Subject to the forgoing, and further subject to the provisions of the Act and the Rules, ATCs and all communications regarding ATCs will remain confidential until a decision is made to select a Proposer or cancel the procurement, at which time all confidentiality rights, if any, shall be of no further force and effect except as otherwise allowed under the Act, applicable Law, and Section 2.5 of this ITP. The foregoing shall not preclude TxDOT from modifying the documents as necessary to comply with applicable Law or to account for information obtained by TxDOT outside of the ATC process. By submitting a Proposal, Proposer agrees, if it is not selected, to disclosure of its work product to the successful Proposer.

## **SECTION 4.0 REQUIREMENTS FOR SUBMITTAL OF PROPOSALS AND ACCEPTANCE OF DELIVERY BY TXDOT**

### **4.1 General Submittal Requirements**

Each Proposal shall include a Technical Proposal and a Financial Proposal meeting the requirements set forth in Exhibits B and C, respectively. The Proposal shall be submitted in recyclable, low-cost, sealed containers in the format and manner set forth in Sections 4.2 and 4.3.

#### **4.1.1 Proposal Due Date**

The completed Proposal shall be delivered no later than the Proposal Due Date and time specified in Section 1.5.

#### **4.1.2 Signatures Required**

The Proposal Letter (Form A) shall be executed by all parties making up Proposer, and shall be accompanied by evidence of signatory authorization as specified in Form A.

#### **4.1.3 Requirement to Submit Compliant Proposal**

Except as permitted in accordance with Section 3.0 (ATCs), the Proposal may not include any qualifications, conditions, exceptions to or deviations from the requirements of the RFP. If the Proposal does not fully comply with the instructions and rules contained in this ITP, including the ITP Exhibits, or contains an alteration or deviation or is non-compliant in any manner, it may be disqualified.

If a Proposal is deemed non-responsive or non-compliant, as determined by TxDOT in its sole discretion, TxDOT may disqualify the Proposal from further consideration. Such disqualification will not result in the forfeiture of Proposer's Proposal Security.

#### **4.1.4 Format**

An 8 ½ by 11-inch format is required for typed submissions and an 11 by 17-inch format is required for drawings, except that any support letters provided from parties outside the United States may be submitted in ISO A4 format and design drawings may be submitted on roll plots of either up to 34 inches in width and 72 inches in length or up to 18 inches in width and 100 inches in length (and such design drawings shall be submitted on CD, DVD or USB flash drive in PDF format and in Bentley Microstation format). Preliminary schedule submissions shall include both a hard copy and the electronic files necessary to view and manipulate the schedule in Primavera.

Submittals must be bound with all pages in a binder sequentially numbered. Forms may not be modified other than to include requested information.

Printed lines may be single-spaced with the type font size being no smaller than 12-point, other than in tables and figures, which may be prepared using 10-point font size type. The use of 11 by 17-inch foldouts for tables, graphics and maps is acceptable in the main body of the Proposal. 11 by 17-inch foldouts may not include narrative text, except for brief captions necessary to title or describe graphics. Any other narrative text included on an 11 by 17-inch foldout may be disregarded by TxDOT. Each 11 by 17-inch foldout will be considered one page.

No page limit applies to appendices and exhibits; however, TxDOT does not commit to review any information in appendices and exhibits other than those required to be provided, and the Proposal evaluation process will focus on the body of the Proposal and any required appendices and exhibits.

#### **4.1.5 Additional Requirements for Proposal Delivery**

The completed Proposal shall be submitted and delivered in sealed containers no later than the Proposal Due Date and time specified in Section 1.5. The Proposal is to be

delivered to TxDOT at the following address:

Tony Payberah, P.E.  
Texas Department of Transportation  
7600 Chevy Chase Drive  
Building 2, Suite 400  
Austin, TX 78752

Each binder of the Proposal shall be labeled to indicate its contents and the Proposer. The original Technical and Financial Proposals shall be clearly identified as “original”; copies of the Proposals shall be sequentially numbered, labeled and bound.

## **4.2 Technical Proposal**

### **4.2.1 General**

All of the binders comprising the original Technical Proposal, together with an electronic copy on one or more CDs, DVDs or USB flash drives and the envelopes described in Section 4.2.2, shall be packaged in a single container, clearly addressed to TxDOT as provided herein, and labeled “[Proposer Name]: Original Technical Proposal for the TxDOT SH 360 Project.” In addition, Proposer shall provide 9 copies of the Technical Proposal, excluding (i) the Proposal Security (which must be submitted according to the requirements set forth below) and (ii) any roll plots, for which the Proposer shall provide four certified copies. The containers that include the required hard copies of the Technical Proposal shall be labeled “Copies of Technical Proposal for the TxDOT SH 360 Project.”

The one electronic copy shall be in PDF format on CD(s), DVD(s) or USB flash drive(s); provided, however, that: (a) Proposal forms may be submitted in either PDF or Word format; and (b) corporate, partnership, joint venture and limited liability company documents (e.g., articles of incorporation, bylaws, partnership agreements, joint venture agreements and limited liability company operating agreements) may be submitted in hard copy and need not be submitted electronically.

### **4.2.2 Proposal Security**

One original and three copies of the Proposal Security shall be provided with the Technical Proposal, and shall be in a separate envelope labeled “[Proposer Name]: Proposal Security for the TxDOT SH 360 Project.”

## **4.3 Financial Proposal**

The Financial Proposal shall be submitted in two separate parts: (1) pricing information as described in Section 4.3.1 and (2) financial capacity information as described in Section 4.3.2. Each of the two parts of the Financial Proposal shall be delivered to TxDOT at the address identified in Section 4.1.5 by the Proposal Due Date.



#### **4.3.1 Pricing Information**

All parts of the Proposal that indicate pricing information (in particular, completed Pricing Forms) shall be included in a sealed container labeled “[Proposer Name]: Financial Proposal/Pricing Information for the TxDOT SH 360 Project.” Proposer shall provide one original and nine certified copies of all pricing information, including all completed pricing forms, together with one electronic copy of the completed pricing forms submitted in Word format on CD, DVD or USB flash drive.

#### **4.3.2 Financial Capacity Information**

The financial capacity information and Form O submitted in response to Exhibit C, Section 2.0 shall be submitted in binders separately from the sealed Financial Proposal/Pricing Information container. One original and three certified copies, as well as one electronic copy in PDF format on CD, DVD or USB flash drive, of the financial capacity information shall be submitted in a container labeled “[Proposer Name]: Financial Proposal/Financial Capacity information for the TxDOT SH 360 Project.”

#### **4.4 Withdrawal and Validity of Proposals**

Proposer may withdraw its Proposal at any time prior to the time due on the Proposal Due Date by means of a written request signed by the Proposer’s designated representative. Such written request shall be delivered to the address in Section 2.2.1. A withdrawal of a Proposal will not prejudice the right of a Proposer to file a new Proposal provided that it is received before the time due on the Proposal Due Date. Proposals shall be valid for a period of 180 days after the Proposal Due Date. No Proposer may withdraw its Proposal within the 180-day period, unless notified by TxDOT that (i) no DBA and COMA for the Project will be awarded by TxDOT pursuant to the RFP (ii) TxDOT has awarded the DBA and COMA to another Proposer and has received the executed DBA and COMA and other required documents, (iii) TxDOT does not intend to award the DBA and COMA to the Proposer; or (iv) such Proposer is not the apparent best-value or next highest ranking Proposer.

If the next best value Proposer is notified during the 180-day period that it is selected for negotiations, such Proposer shall be automatically deemed to have extended the validity of its Proposal for the period until 270 days after the Proposal Due Date. Any Proposer may elect, in its sole discretion, to extend the validity of its Proposal beyond the time periods set forth above.

#### **4.5 Forfeiture of Proposal Security**

The dollar amount of the Proposal Security to be submitted with each Proposal shall be \$15,000,000 (see Exhibit B, Section 3.3.2). By submitting its Proposal, each Proposer understands and agrees that it shall forfeit its Proposal Security if: (i) it withdraws, repudiates or otherwise indicates in writing that it will not meet all or any part of its commitments made in its Proposal except as specifically permitted hereunder; (ii) it is selected for negotiations, but fails to negotiate in good faith with TxDOT as set forth in Section 5.11; or (iii) it is selected as the apparent best value Proposer, but fails to

provide the documents required under Sections 6.1 and 6.1.1.

#### **4.6 Costs Not Reimbursable**

The cost of preparing the Proposal and any costs incurred at any time before final award and execution of the CDA, including costs incurred for any interviews, and costs associated with Post-Selection Deliverables, shall be borne by Proposer, except for any costs paid by TxDOT in accordance with Section 5.3.

### **SECTION 5.0 EVALUATION AND POST-SELECTION PROCESS**

TxDOT's goal is to create a fair and uniform basis for the evaluation of the Proposals in compliance with all applicable legal requirements governing this procurement. The Proposal evaluation process will consist of the steps outlined herein.

#### **5.1 Best Value Determination**

The best value determination will be based on an 80-20 point scale. The Price Score will represent up to 80 points of the total score, and the Technical Score will represent up to 20 points of the total score. The determination of apparent best value shall be based on the highest Total Proposal Score computed based on the following formula:

$$\text{Total Proposal Score (max. 100 points)} = \text{Price Score (max. 80 points)} + \text{Technical Score (max. 20 points)}$$

##### **5.1.1 Price Score**

The Price Score will be calculated based on pricing provided by the DB Contractor on Forms N, M, O and Price Amounts as described in Section 5.4. The Price Score will be calculated using the following formula:

$$\text{Price Score} = (\text{Base Price Score} + \text{Option 1 Price Score} + \text{Option 2 Price Score} + \text{Option 3 Price Score}) \times 0.80$$

Where:

#### **Base Price Score**

A Proposer's Base Price Score will be based on the following formula:

$$\text{Base Price Score} = (\text{Lowest Base Scope Amount} / \text{Base Scope Amount}) * 75$$

Lowest Base Scope Amount = Lowest Base Scope Amount submitted by a Proposer.

Base Scope Amount = Proposer's Base Scope Amount as determined pursuant to Section 5.4.1.1.

### **Option 1 Price Score**

The Option 1 Price Score will be based on the following formula:

$$\text{Option 1 Price Score} = (\text{Lowest Option 1 Amount} / \text{Option 1 Amount}) * 15$$

Lowest Option 1 Amount = Lowest Option 1 Amount submitted by a Proposer as determined pursuant to Section 5.4.1.2.

Option 1 Amount = Proposer's Option 1 Amount as determined pursuant to Section 5.4.1.2.

### **Option 2 Price Score**

The Option 2 Price Score will be based on the following formula:

$$\text{Option 2 Price Score} = (\text{Lowest Option 2 Amount} / \text{Option 2 Amount}) * 5$$

Lowest Option 2 Amount = Lowest Option 2 Amount submitted by a Proposer as determined pursuant to Section 5.4.1.3.

Option 2 Amount = Proposer's Option 2 Amount as determined pursuant to Section 5.4.1.3.

### **Option 3 Price Score**

The Option 3 Price Score will be based on the following formula:

$$\text{Option 3 Price Score} = (\text{Lowest Option 3 Amount} / \text{Option 3 Amount}) * 5$$

Lowest Option 3 Amount = Lowest Option 3 Amount submitted by a Proposer as determined pursuant to Section 5.4.1.4.

Option 3 Amount = Proposer's Option 3 Amount as determined pursuant to Section 5.4.1.4.

### **5.1.2 Technical Score**

The Technical Score will be calculated based on the Evaluation and Selection Recommendation Committee ("ESRC") evaluation score for the Project Development Plan (maximum of 100 points) as described in Section 5.5. The Technical Score will be calculated using the following formula:

$$\text{Technical Score} = \text{ESRC evaluation score} * 0.20$$

## 5.2 Pass/Fail and Responsiveness Evaluation

Upon receipt, the Technical Proposals and the Financial Proposals will be reviewed by the pass/fail and responsiveness subcommittee. They will be reviewed (a) for the Proposal's conformance to the RFP instructions regarding organization and format and responsiveness to the requirements set forth in the RFP and (b) based on the pass/fail criteria set forth below.

### 5.2.1 Technical Proposals

Technical Proposals will be evaluated based on the following pass/fail or responsiveness criteria:

(a) The business form of Proposer, the proposed DB Contractor and any entities that will have joint and several liability (i.e., any joint venture members or partners) under the DBA and COMA or that will provide a guaranty (including any joint venture agreement, partnership agreement, operating agreement, articles of incorporation, bylaws, association agreements or equivalent documents) is consistent with the requirements of the Project, DBA Documents and COMA Documents.

(b) Proposer has provided a HUB/SBE certification in accordance with the requirements of Exhibit B, Section 3.2.9.

(c) Proposer information, certifications, signed statements and documents as listed in Exhibit B, Section 3.2 are included in the Proposal and do not identify any material adverse information.

(d) Proposer has delivered Proposal Security in the form of a complete, properly executed proposal bond that complies with the requirements of Exhibit B, Section 3.3.2.

(e) Proposer has committed to (i) achieving Substantial Completion of the Base Scope within 810 days after NTP1, as shown on Form O, and Proposer's Preliminary Project Baseline Schedule for the Project shows achievement of Substantial Completion no later than Proposer's commitment date for Substantial Completion for the Project as shown on Form O; and (ii) completing the Option 1 Work in no more than an additional 40 days and the Option 2 Work in no more than an additional 50 days, as shown on Form O.

(f) Technical Proposal as outlined in Exhibit B meets all applicable RFP requirements.

(g) Proposer has submitted resumes for a Maintenance Manager and an Environmental Compliance Manager evidencing the qualifications described in Exhibit B, Section 3.2.5.2.

(h) Proposer has submitted a HUB Subcontracting Plan (HSP) that complies with the requirements of Exhibit J. In addition, TxDOT shall review the documentation

submitted by the Proposer to determine if a good faith effort has been made, in accordance with the HSP requirements. If TxDOT determines that the HSP was not developed in good faith, it will reject the Proposal for failing to comply with the requirements of the RFP.

### **5.2.2 Financial Proposals**

Financial Proposals will be evaluated based on the following pass/fail criteria:

(a) Proposer's financial condition and capabilities shall not have materially adversely changed from its financial condition and capabilities as evidenced by the financial data submitted in the QS, such that Proposer continues to have the financial capacity to develop, design, construct and maintain a project of the nature and scope of the Project. Proposer has provided the financial capacity information in accordance with the requirements of Exhibit C, Section 2.0.

If TxDOT determines that a Proposer has insufficient financial capacity, it will offer Proposer the opportunity to meet the financial requirement through one or more guarantors acceptable to TxDOT.

(b) Proposer has provided a "Proposal Commitment Date for Substantial Completion" using Form O that complies with the requirements of Exhibit C, Section 2.3.

(c) Proposer has provided all required Price Information using the Pricing Forms in compliance with the requirements of Exhibit C, Section 4.0.

### **5.2.3 TxDOT Right to Exclude Proposals from Consideration or to Waive Mistakes**

Those Proposals not responsive to the RFP, or that do not pass the pass/fail criteria, may be excluded from further consideration, and Proposer will be so advised. TxDOT may also exclude from consideration any Proposer whose Proposal contains a material misrepresentation. TxDOT reserves the right to waive minor informalities, irregularities and apparent clerical mistakes that are unrelated to the substantive content of the Proposals.

## **5.3 Evaluation of Project Development Plan by DPES**

After completion of the pass/fail and responsiveness review, the Project Development Plan will be evaluated by the Development Plan Evaluation Subcommittee ("DPES") based on the evaluation factors set forth below. In addition, the DPES will consider the extent to which the Proposal meets the objectives stated below and includes any improvements over the requirements of the DBA Documents and COMA Documents, such as additional benefits and/or value to TxDOT and the public.

Value-added concepts as described in Exhibit B, Section 4.1(b) shall be reviewed and evaluated based on the Proposer's creativity and innovativeness to create a quality facility that meets or exceeds TxDOT's requirements and objectives.

### 5.3.1 Project Development Plan Evaluation Factors

The evaluation factors for the Project Development Plan are as follows:

- (a) Technical Solutions;
- (b) Project Management Plan; and
- (c) Quality Management Plan.

Note that these evaluation factors mirror the components of the Project Development Plan. Refer to Exhibit B for the submittal requirements. The assigned weights for the Project Development Plan evaluation factors identified in clauses (a) through (c) above are set forth in Table 5.2 below. Elements to be addressed with respect to each of these evaluation factors are listed below.

The evaluation factors will be evaluated and rated using qualitative ranking designations, with special attention given to the objectives presented in Sections 5.3.1.1 through 5.3.1.3, which describe the expectations of TxDOT with regard to the work to be performed and the related information to be submitted in the Project Development Plan. Along with the Project goals identified in Section 1.2, these objectives will guide TxDOT's assessment of the evaluation factors and subfactors.

#### 5.3.1.1 Technical Solutions

**Objectives:** Innovative design and construction solutions that effectively respond to and address the Project's requirements, including the following:

- the need to minimize traffic impact and disruption to the traveling public and surrounding communities;
- the requirement to plan and coordinate the design and construction activities with other projects;
- the environmental and community sensitivities and commitments; and
- the efficient and coordinated design and relocation of Utilities.

The Technical Solutions should describe the Proposer's proposed solutions for the Project and should address, at a minimum, the following elements:

- (a) Design and Construction Plan
  - Construction Staging, Sequencing and Traffic Management
  - Bridges and Surface Structures
  - Roadway

- Drainage
  - Tolling Facility Infrastructure
- (b) Utilities
- (c) Environmental Permitting, Mitigation and Impacts

The elements and sub-elements are listed in descending order of importance; provided, however, that a sub-element of the Design and Construction Plan may have equal importance with the sub-element listed immediately above it.

See Exhibit B for additional detail regarding the specific information concerning this factor and its subfactors to be submitted as part of the Project Development Plan.

### **5.3.1.2 Project Management Plan**

Objective: An organization that is designed with clear lines of responsibility, quality Key Personnel and well-defined roles that respond to the Project and TxDOT that includes the following:

- integrated specialty subcontractors and subconsultants;
- partnering throughout;
- empowerment of all levels of the organization to make decisions in coordination with their TxDOT counterparts and, if need be, a system to elevate issues to ensure rapid decisions;
- quality through a well-defined and executed quality plan for design, construction and maintenance;
- a disciplined strategy for design, design quality and design review, safety, risk management and securing of third-party approvals; and
- a comprehensive strategy for construction management, logistics, hauling, access, construction sequencing, minimizing public disruptions, safety, subcontracting, HUB/SBEs, and other job training.

The Project Management Plan should describe the Proposer's approach to accomplishing the work and should address, at a minimum, the following elements:

- (a) General Project Management;
- Schedule and Cost Control Management
  - Organizational Structure and Key Personnel Roles

- Electronic Document Management Systems
  - Mentoring and Job Training
- (b) Safety and Health Plan;
  - (c) Construction and Traffic Management During Construction Period;
  - (d) Public Information and Communications;
  - (e) Maintenance Management Plan;
  - (f) Design Management
  - (g) Environmental Management; and
  - (h) Risk Management.

The elements and sub-elements are listed in descending order of importance; provided, however, that an element or sub-element may have equal importance with the element or sub-element listed immediately above it.

See Exhibit B for additional detail regarding the specific information concerning this factor and its subfactors to be submitted as part of the Project Development Plan.

### 5.3.1.3 Quality Management Plan

**Objective:** To provide a Quality Management Plan that is ISO compliant, that integrates TxDOT into the quality management system and enables TxDOT to monitor, audit, and measure DB Contractor's performance in the management of design and construction of the Project.

The Quality Management Plan should address, at a minimum, the following elements, which are listed in descending order of importance:

- (a) Quality Control and Quality Acceptance Procedures; and
- (b) Organizational Structure and Quality Personnel Roles.

See Exhibit B for details regarding the specific information concerning this factor to be submitted as part of the Project Development Plan.

### 5.3.2 Evaluation Guidelines

The DPES will review the Project Development Plan with reference to the evaluation factors and will assign a qualitative rating for each of the evaluation factors.



### 5.3.3 Technical Score

During the evaluation, each factor will be assigned a consensus rating by TxDOT, which will be converted to points. The score of each of the evaluation factors will then be added to arrive at the total evaluation score for the Technical Proposal, with 100 maximum possible points. The Technical Score will be calculated using the following formula:

$$\text{Technical Score} = \text{total evaluation score (maximum 100)} * 0.20$$

**Table 5.2**

<b>Project Development Plan</b>	<b>Maximum Qualitative Rating (100 Points)</b>
Technical Solutions	40 Points
Project Management Plan	40 Points
Quality Management Plan	20 Points

### 5.4 Evaluation of Financial Proposal by FPES

After completion of the pass/fail and responsiveness review, TxDOT will evaluate the Financial Proposal. TxDOT will conduct “blind” reviews and evaluations of the pricing information included in the Financial Proposals to determine the Price Score of the Proposal in accordance with Section 5.2. The Price Amount will be determined in accordance with Section 5.4.1.

Where:

PV of Anticipated Draws (A): The PV of the Base Scope, Option 1, Option 2, and Option 3 Anticipated Draws for the Project will be as set forth in Form M-1.

ATC Cost Adjustment (B): The ATC Cost Adjustment will be the costs identified by TxDOT pursuant to Section 3.3 associated with implementation of an ATC included in a Proposal and set forth by Proposer on Form M-4.1, Form M-4.2, Form M-4.3, and Form M-4.4.

Factored O&M Value (C): The PV of the Factored O&M Value for the Base Scope, Option 1 and Option 3 will be as set forth in Form N-1.

Authority Options Price (D): The Authority Options Price for the Base Scope, Option 1 and Option 3 will be as set forth in Form M-1.

Proposed Schedule Days (E): The Proposer’s Schedule Days, Option 1 Schedule Days

and Option 2 Schedule Days will be the numbers provided as set forth on Form O.

#### **5.4.1 Price Amounts**

##### **5.4.1.1 Base Scope Amount**

The Proposer's Base Scope Amount is determined as follows:

$$\text{Base Scope Amount} = A_1 + B_1 + C_1 + D_1 - E_1$$

$A_1$  = PV of Anticipated Draws for the Base Scope per Form M-1

$B_1$  = ATC Cost Adjustment for the Base Scope per Form M-4.1

$C_1$  = Factored O&M Value for the Base Scope per Form N-1

$D_1$  = Authority Options Price for the Base Scope per Form M-1

$E_1$  = Schedule Adjustment

$$\text{Schedule Adjustment Amount} = (810 - \text{Proposed Schedule Days}) * \$33,000$$

Where:

Proposed Schedule Days as set forth on Form O

##### **5.4.1.2 Option 1 Amount**

The Proposer's Option 1 Amount is determined as follows:

$$\text{Option 1 Amount} = A_2 + B_2 + C_2 + D_2 - E_2$$

$A_2$  = PV of Anticipated Draws for Option 1 per Form M-1

$B_2$  = ATC Cost Adjustment for Option 1 per Form M-4.2

$C_2$  = Factored O&M Value for Option 1 per Form N-1

$D_2$  = Authority Options Price for Option 1 per Form M-1

$E_2$  = Option 1 Schedule Adjustment

$$\text{Option 1 Schedule Adjustment Amount} = (40 - \text{Proposed Option 1 Schedule Days}) * \$33,000$$

Where:

Proposed Option 1 Schedule Days as set forth on Form O

#### **5.4.1.3 Option 2 Amount**

The Proposer's Option 2 Amount is determined as follows:

$$\text{Option 2 Amount} = A_3 + B_3 - E_3$$

$A_3$  = PV of Anticipated Draws for Option 2 per Form M-1

$B_3$  = ATC Cost Adjustment for Option 2 per Form M-4.3

$E_3$  = Option 2 Schedule Adjustment

**Option 2 Schedule Adjustment Amount** = (50 – Proposed Option 2 Schedule Days) \* \$33,000

Where:

Proposed Option 2 Schedule Days as set forth on Form O

#### **5.4.1.4 Option 3 Amount**

The Proposer's Option 3 Amount is determined as follows:

$$\text{Option 3 Amount} = A_4 + B_4 + C_4 + D_4$$

$A_4$  = PV of Anticipated Draws for Option 3 per Form M-1

$B_4$  = ATC Cost Adjustment for Option 3 per Form M-4.4

$C_4$  = Factored O&M Value for Option 3 per Form N-1

$D_4$  = Authority Options Price for Option 3 per Form M-1

### **5.5 ESRC Evaluation of Technical and Financial Proposals**

Before reviewing the Financial Proposal and FPES evaluation results, the ESRC will review the Project Development Plans and the ratings and points recommendations provided by the DPES with respect to each Project Development Plan. To the extent they relate to the performance of the Proposer or any individual team members, the ESRC will also review performance evaluations prepared by TxDOT in accordance with 43, Texas Administrative Code, Subchapter I, §9.152 and Subchapter A, §27.3, or other performance evaluations prepared by TxDOT that are determined by TxDOT to be relevant to the Project.

After determining each Proposal's Technical Score, the ESRC will review the Financial Proposal and FPES evaluation results and determine each Proposal's Price Score. The ESRC may accept the evaluation results provided by the FPES, may request the FPES

to re-perform the evaluation, or may perform the evaluation itself. However, any further evaluation of the Financial Proposals by either the ESRC or the FPES shall be conducted while the Financial Proposals remain blinded.

Finally, the ESRC will determine the Total Proposal Score for each Proposal based on the formula set forth in Section 5.1 and determine the rankings and the apparent best value.

## **5.6 Requests for Proposal Revisions**

TxDOT may, at any time after receipt of Proposals and prior to final award of the DBA and COMA, determine that it is appropriate to request changes to the Proposals (“Proposal Revisions”), provided TxDOT has not disclosed any Proposer’s price, ATCs or other technical solutions to another Proposer. Before requesting any such Proposal Revisions, TxDOT will engage in separate discussions (either in writing or in person through one-on-one meetings) with each Proposer and in accordance with the procedures for proposal revisions described in 23 CFR Part 636.501 *et seq.* The request for Proposal Revisions will identify any revisions to the RFP and will specify terms and conditions applicable to the Proposal Revisions, including identifying a time and date for delivery.

Upon receipt of Proposal Revisions, the ESRC, with assistance from the appropriate subcommittees, will re-evaluate the Proposals as revised, and will revise ratings and value estimates as appropriate following the process described above.

## **5.7 Requests for Clarification**

TxDOT may at any time issue one or more requests for clarification to the individual Proposers, requesting additional information or clarification from a Proposer, or may request a Proposer to verify or certify any aspect of its Proposal. Any requests for clarification shall be in writing to the Proposer’s designated representative. Proposers shall respond to any such requests within two Business Days (or such other time as is specified by TxDOT) from receipt of the request. The scope, length and topics to be addressed in clarifications shall be prescribed by, and subject to the discretion of, TxDOT.

Upon receipt of requested clarifications and additional information as described above, if any, the Proposals may be re-evaluated to factor in the clarifications and additional information.

## **5.8 Identification of Apparent Best Value Proposal**

Once the ESRC has determined a Total Proposal Score for each Proposal, assigned rankings to the Proposals based on the Total Proposal Scores (whether based on the original Proposals or Proposal Revisions), and determined the apparent best value, the ESRC will present its recommended rankings to a Steering Committee.

## **5.9 Recommendation to Commission**

The Steering Committee will review the Proposals and the recommendations and supporting information provided by the ESRC, and may accept the recommendation or reject the recommendation.

Upon receipt of recommendations from the Steering Committee, the TxDOT Executive Director or his designee will review the recommendations and may accept the recommendation or reject the recommendation and cancel the procurement. If the Executive Director accepts the Steering Committee's recommendation, the Executive Director will make a recommendation to the Commission regarding the rankings of Proposers and designation of the best value. The Commission will evaluate the recommendations and will determine whether to proceed with award of a DBA to the apparent best value Proposer or take any other action. The Commission's decision of conditional award of the DBA to the apparent best value Proposer, as well as the rankings, will be made in a public hearing and will be considered a public announcement of intent to award the DBA by the Commission.

The Commission's decision regarding award of the DBA shall be final.

## **5.10 Finalization of the DBA Documents; Post-Selection Process**

### **5.10.1 Negotiation of DBA Documents**

If authorized by the Commission, TxDOT will proceed with the apparent best value Proposer to finalize the DBA Documents. TxDOT may agree to limited negotiations with the apparent best value Proposer to clarify any remaining issues regarding scope, schedule, or any other information provided by that Proposer. In addition, limited negotiations may be conducted as necessary to incorporate into the DBA Documents the ideas and concepts of an unsuccessful Proposer's work product if the unsuccessful Proposer has elected, at its option, to execute the Payment for Work Product Agreement as described at Section 6.3. Any decision to commence limited negotiations is at TxDOT's sole discretion. By submitting its Proposal, each Proposer commits to enter into the form of DBA included in the RFP, without negotiation or variation, except to fill in blanks and include information that the form of DBA indicates is required from the Proposal.

If a DBA satisfactory to TxDOT cannot be negotiated with the apparent best value Proposer, TxDOT will, formally and in writing, end negotiations with that Proposer and take action consistent with the direction provided by the Commission. Such action may include (a) requiring the best value Proposer to enter into the DBA in the forms included in the RFP, without variation except to fill in blanks and include information that the form of the DBA indicate is required from the Proposal, (b) rejection of all Proposals, (c) issuance of a request for Proposal Revisions to Proposers, but only if the ATCs of one or more Proposers have not been revealed to the original successful Proposer, or (d) proceeding to the next most highly ranked Proposal to attempt to negotiate a DBA with that Proposer in accordance with this Section 5.10. If option (d) is selected, the

Proposer that submitted the next most highly ranked Proposal will be considered the apparent best value Proposer.

In the event TxDOT elects to commence negotiations with a Proposer, such Proposer will be deemed to have failed to engage in good faith negotiations with TxDOT and shall forfeit its Proposal Security as set forth in Section 4.5 if Proposer fails to attend and actively participate in reasonably scheduled negotiation meetings with TxDOT or insists upon terms or conditions for any documents to be negotiated or provided by DB Contractor or Maintenance Contractor hereunder that are inconsistent with the DBA Documents or COMA Documents.

## **5.11 Post-Selection Deliverables**

### **5.11.1 Project Management Plan**

During the period between conditional award and final award of the DBA, the selected Proposer may, but is not required to, submit all or portions of the Project Management Plan for review, comment and possible pre-approval. TxDOT encourages such early submittal(s), and will attempt to provide comments to any such submittals generally in accordance with the process and timelines set forth in the DBA, but cannot guaranty that it will in fact undertake such review or provide comments or approval.

### **5.11.2 Documents To Be Submitted Following Conditional Award**

As a condition precedent to final award of the DBA, the successful Proposer shall deliver the following to TxDOT within five Business Days after notification of conditional award:

(a) Evidence of authority to transact business in the State of Texas for all members of Proposer's team that will transact business in the State, dated no earlier than 30 days prior to the Proposal Due Date. Depending on the form of organization, such evidence may be in the form of (i) a Certificate of Registration with the Texas Secretary of State along with a Certificate of Good Standing from the state of organization of the member; (ii) evidence from the Texas Comptroller establishing that the Proposer is current with its franchise tax payments; or (iii) other evidence acceptable to TxDOT.

(b) If not previously submitted, a copy of the final organizational documents for DB Contractor and, if DB Contractor is a limited liability company, partnership or joint venture, for each member or partner of DB Contractor. The final form of the organizational documents may not differ materially from the draft organizational documents included with the Proposal. If DB Contractor is a joint venture, attach a letter from each joint venturer stating that the joint venturer agrees to be held jointly and severally liable for any and all of the duties and obligations of DB Contractor under the Proposal and under any contract arising therefrom.

(c) If security for Proposer's obligations under the DBA is required by TxDOT pursuant to Exhibit B, Section 3.2.15 and Exhibit C, Section 2.0, the form of the proposed guarantees, which shall be in the form of Exhibit 13 to the DBA.

(d) Escrowed proposal documents as required by Section 5.11.3.

(e) A letter from a licensed Surety, rated in the top two categories by two nationally recognized rating agencies or at least A minus (A-) or better and Class VIII or better by A.M. Best and Company, signed by an authorized representative as evidenced by a current certified power of attorney, committing to provide a Performance Bond and Payment Bond, each in the amount specified and in the forms attached as Exhibits 9 and 10 to the DBA, and a Retainage Bond in the form attached as Exhibit 11 to the DBA. If multiple Surety letters are provided, the Proposal shall identify which Surety will be the lead Surety. The commitment letter may include no conditions, qualifications or reservations for underwriting or otherwise, other than a statement that the commitment is subject to award and execution of the DBA and issuance of NTP1; provided, however, that the Surety may reserve in its letter the right to reasonably approve any material adverse changes made to the DBA Documents, but excluding any changes or information reflected in the Proposal, such as ATCs and Proposer commitments.

During the negotiation period, as a condition to final award, Proposer shall deliver drafts of the deliverables identified in Section 6.1.1, for pre-approval by TxDOT.

### **5.11.3 Escrowed Proposal Documents**

(a) DB Contractor shall deliver to TxDOT escrowed proposal documents ("EPDs") containing information regarding Proposer's assumptions made in determining the scope of work and calculating the Proposal prices and meeting all requirements of Section 21.1 of the DBA. The format and content of the pricing information shall allow TxDOT to verify the accuracy and completeness of the information provided on the Pricing Forms. The EPDs shall include information regarding the pricing for all components of the lump sum prices set forth in the Pricing Forms, as well as detailed information from all subcontractors identified in the Proposal and any other potential subcontractors who provided data upon which the Proposal is based. The documents shall be in sealed containers labeled "[Proposer Name]: Escrowed Proposal Materials for the SH 360 Project". TxDOT shall have the right to review the EPDs for completeness and consistency with the Proposal.

(b) Representatives of TxDOT (and/or its consultants) and the successful Proposer shall review the EPDs prior to execution of the DBA to determine whether they are complete. Such representatives shall also organize the EPDs, labeling each page so that it is obvious that each page is a part of the EPDs, and to enable a person reviewing the page out of context to determine where it can be found within the EPDs. Such representatives shall compile an index that lists each document included in the EPDs, and briefly describes the document and its location in the EPDs. TxDOT will have the right to retain a copy of the index. After the joint review, the EPDs shall be kept in a locked cabinet in TxDOT's offices.

(c) If, following the initial review and organization, TxDOT determines that the EPDs are incomplete, the selected Proposer shall, as a condition to final award, supply data to make the EPDs complete.

(d) Following execution of the DBA, the EPDs will be available for joint review as specified in DBA Section 21.1.1.

## **SECTION 6.0 FINAL AWARD AND EXECUTION; POST-EXECUTION ACTIONS**

### **6.1 Final Award, Execution and Delivery of DBA**

The following are conditions precedent to final award of the DBA: (a) successful completion of negotiations (if held), (b) receipt by TxDOT of all of the documents required to be provided prior to execution of the DBA under Section 6.1, (c) execution of the DBA by the Executive Director of TxDOT or his designee and (d) any other conditions required by the Commission.

#### **6.1.1 Documents To Be Delivered By Proposer With Executed DBA**

Proposer shall deliver the documents listed below to TxDOT concurrently with the executed DBA as a condition to execution of the DBA by TxDOT. On or before the date that TxDOT delivers the execution sets of the DBA to Proposer, TxDOT shall notify Proposer regarding the number of originals and copies required to be delivered.

(a) For each Proposer, its general partners and its joint venture members and each other Major Participant, (i) evidence of authority to transact business in Texas along with a Certificate of Good Standing (or equivalent) from the state of its organization; or (ii) evidence from the Texas Comptroller showing that the Proposer is current with its franchise tax payments, in each case dated no earlier than 30 days prior to the Proposal Due Date and in form and substance acceptable to TxDOT. If such documents are not available due to the form of organization of the entity, Proposer shall provide appropriate documents evidencing its ability to transact business in the State of Texas.

(b) For entities formed after submission of the Proposal, a copy of the entity's final organizational documents. The final form of the organizational documents may not differ materially from the draft organizational documents included with the Proposal.

(c) If security for Proposer's obligations under the DBA is required by TxDOT pursuant to Exhibit B, Section 3.2.15 and Exhibit C, Section 2.0, Proposer shall submit one or more guarantees from guarantor(s) acceptable to TxDOT, in its sole discretion, in the form of Exhibit 13 to the DBA.

(d) Evidence of approval of the final form, and of due authorization, execution, delivery and performance, of the DBA by DB Contractor and, if DB Contractor is a joint venture, by its joint venture members. Such evidence shall be in a form and substance satisfactory to TxDOT.



(e) A written opinion from counsel for DB Contractor, which counsel shall be approved by TxDOT (which may be in-house or outside counsel), in substantially the form attached hereto as Form L.

(f) Evidence of insurance required to be provided by DB Contractor under the DBA Documents;

(g) A Payment Bond and a Performance Bond, each in an initial amount of \$15,000,000 and in the forms attached as Exhibits 9 and 10 to the DBA;

(h) Evidence that DB Contractor and its Major Participants hold all licenses required for performance of the work under the DBA Documents;

(i) TxDOT approved HUB Subcontracting Plan in accordance with the requirements of Exhibit J;

(i) TxDOT approved SBE Performance Plan in accordance with the requirements of Section 1.8;

(j) A Job Training Plan as described in Section 7.9 of the DBA, if applicable;

(k) A HUB commitment agreement in accordance with the requirements of Exhibit J-1; and

(l) Any other requirements identified by TxDOT during pre-award negotiations.

## **6.2 Debriefings**

All Proposers submitting Proposals will be notified in writing of the results of the evaluation process. Proposers not selected for award may request a debriefing. Debriefings shall be provided at the earliest feasible time after execution of the DBA. The debriefing shall be conducted by a procurement official familiar with the rationale for the selection decision and DBA award.

Debriefings shall:

(a) Be limited to discussion of the unsuccessful Proposer's Proposal and may not include specific discussion of a competing Proposal;

(b) Be factual and consistent with the evaluation of the unsuccessful Proposer's Proposal; and

(c) Provide information on areas in which the unsuccessful Proposer's Technical Proposal had weaknesses or deficiencies.

Debriefing may not include discussion or dissemination of the thoughts, notes, or rankings of individual members of the ESRC, but may include a summary of the

rationale for the selection decision and DBA award.

### **6.3 Payment to Unsuccessful Proposers**

Each Proposer that submits a responsive, but unsuccessful, Proposal and that elects, at its option, to deliver to TxDOT with its Proposal a Payment for Work Product Agreement in the form attached hereto as Exhibit H, shall be entitled to receive payment from TxDOT for work product that is not returned to Proposer, on the terms and conditions described herein and in the Minute Order issued by the Commission, a copy of which is attached hereto as Exhibit G. No Proposer shall be entitled to reimbursement for any of its costs in connection with the RFP except as specified in this Section 6.3.

The stipulated payment for work product per Proposer for this procurement will be 0.25% of the successful Proposer's Price, except that the amount of the payment may not exceed the value of the work product provided in the Proposal that can, as determined by TxDOT, be used by TxDOT in the performance of its functions. In the event the procurement is terminated before execution of the DBA, TxDOT will pay each Proposer a partial amount of \$223,000, subject to the Proposer's compliance with this Section 6.3. The invoice may be submitted no earlier than 45 days after notice of final award, including execution of the DBA, is posted on TxDOT's public website, or, if final award is not made, not earlier than 30 days after cancellation of the procurement or expiration of the time period for award stated in the RFP (as such time period may be extended by mutual agreement of the apparent best value Proposer and TxDOT), as applicable. All Proposers eligible to receive a payment for work product shall be required to submit an invoice to TxDOT in a form acceptable to TxDOT in order to receive such payment. Payments will be made within 30 days of receipt of an invoice therefor.

In submitting an executed Payment for Work Product Agreement, each Proposer agrees that it will accept the stipulated payment for work product and that TxDOT shall be entitled to use all work product that is not returned to Proposer (including ATCs, concepts, ideas, technology, techniques, methods, processes, drawings, reports, plans and specifications) contained in its Proposal or generated by or on behalf of Proposer for the purpose of developing its Proposal, in consideration for TxDOT's agreement to make payment as provided herein (including Exhibit H), without any further compensation or consideration to Proposer.

Each Proposer that timely executes and delivers to TxDOT a Payment for Work Product Agreement in the form attached hereto as Exhibit H acknowledges that TxDOT will have the right to inform the successful Proposer regarding the contents of the other Proposals after award of the DBA, and that the DBA Documents may incorporate the above-described work product or concepts based thereon. Upon Proposer's receipt of payment hereunder, this right shall extend to allow TxDOT to use such work product in the performance of its functions. As provided in Section 223.249(a) of the Code, the use of any of the work product by TxDOT is at the sole risk and discretion of TxDOT, and shall in no way be deemed to confer liability on the unsuccessful Proposer.

In no event shall any Proposer that is selected for award but fails to satisfy the award conditions set forth in Section 6.1 or that fails to timely execute and deliver the Payment for Work Product Agreement (Exhibit H) be entitled to receive a payment for work product under this Section 6.3.

## **SECTION 7.0 PROTESTS**

Subchapter I in Chapter 9 of Title 43 of the Texas Administrative Code sets forth the exclusive protest remedies available with respect to the RFP and prescribes exclusive procedures for protests regarding:

- (a) allegations that the terms of the RFP are wholly ambiguous, contrary to legal requirements applicable to the procurement, or exceed TxDOT's authority;
- (b) a determination as to whether a Proposal is responsive to the requirements of the Request for Proposals, as applicable; and
- (c) award of the DBA.

Any Proposer wishing to file a protest must do so in accordance with Subchapter I in Chapter 9 of Title 43 of the Texas Administrative Code

## **SECTION 8.0 TXDOT RIGHTS AND DISCLAIMERS**

TxDOT may investigate the qualifications and Proposal of any Proposer under consideration, may require confirmation of information furnished by a Proposer and may require additional evidence of qualifications to perform DB Contractor's and Maintenance Contractor's obligations under the DBA Documents and COMA Documents, respectively. TxDOT reserves all rights described herein and available at law, including, without limitation, all rights described in Subchapter I in Chapter 9 of Title 43 of the Texas Administrative Code.

The RFP does not commit TxDOT to enter into any contract. Except as expressly set forth in Section 6.3, TxDOT and the State of Texas assume no obligations, responsibilities, or 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 the RFP. All of such costs shall be borne solely by each Proposer and Proposer team.

**In no event shall TxDOT be bound by, or liable for, any obligations with respect to the Project until such time (if at all) as the DBA Documents and COMA Documents, in form and substance satisfactory to TxDOT, have been authorized and executed by TxDOT and, then, only to the extent set forth therein. In submitting a Proposal in response to the RFP, Proposer is specifically acknowledging these disclaimers.**