



**OHIO TURNPIKE AND
INFRASTRUCTURE COMMISSION**

ADDENDUM NO. 1
ISSUED: OCTOBER 27, 2022

**to
LOI NO. 17-2022**

**REQUEST FOR LETTERS OF INTEREST (LOIs)
FOR GENERAL ENGINEERING SERVICES FOR PROJECT NO. 99-23-01(02)**

ISSUED: OCTOBER 11, 2022

LETTERS OF INTEREST DUE DATE: 5:00 P.M. (Eastern) NOVEMBER 1, 2022

ATTENTION OF RESPONDENTS IS DIRECTED TO:

ANSWERS TO QUESTIONS RECEIVED THROUGH 5:00 PM ON OCTOBER 25, 2022:

AND

REVISED PART VIII, EVALUATION OF LOI'S, OF LOI NO. 17-2022 to reflect new weighted scoring (See Attachment 1 to this Addendum)

AND

REVISED SECTION 2.2, CONTRACT FEE, AND SECTION 2.3, BILLING RATES, OF FORM CONTRACT FOR GENERAL PROFESSIONAL ENGINEERING SERVICES to reflect the Commission's revisions regarding unexpended funds for an assignment and permitting compensation based on lump sum or OTIC's standard billing rates method (See Attachment 2 to this Addendum)

Issued by the Ohio Turnpike and Infrastructure Commission through Aimee W. Lane, Esq., Director of Contracts Administration

Aimee W. Lane

Aimee W. Lane, Esq.,
Director of Contracts Administration

October 27, 2022
Date

ANSWERS TO QUESTIONS RECEIVED THROUGH 5:00 P.M. ON OCTOBER 25, 2022:

Q#1 Are the Organizational Chart and half-page resumes limited to 5 pages in total, or does the 5 pages total pertain only to the half-page resumes?

A#1 The Letter of Interest (LOI) shall not exceed fifteen (15) pages as defined in the Request for LOIs, and the ½ page resumes shall not exceed five (5) pages. The organizational chart shall be included within the fifteen (15) page limit.

Q#2 Could OTIC clarify what is meant by Major Investment Studies?

A#2 Major Investment Studies is intended to include tasks such as performing required analysis of projects that will require significant use of revenue/capital project funds and long term operational expenses. This may also include possible alternative funding sources and/or revenue services.

END OF ADDENDUM NO. 1

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PART VIII. EVALUATION OF LOIs

The Commission will form an Evaluation Team consisting of members of the Commission Engineering staff to review the Letters of Interest. Respondents may be required to make a presentation to the Evaluation Team. A Consulting Services Contract will be awarded, if any award be made, to the Respondent determined to be the most qualified to perform the required services. In determining whether a Respondent is responsive, the Commission will consider the Respondent's experience, conduct and performance on previous contracts (if any) and ability to execute the Contract properly. Factors that may be considered by the Commission are:

- A. Competence to perform the required professional design services as indicated by the technical training, education, and experience of the firm's personnel, especially the technical training, education, and experience of the employees within the firm who would be assigned to perform the services;

20 raw points (27.5 weighted points)–

Project Manager – 5 points (given a 2.00 weighted factor)

Key Staff Assignments – 5 points (given a 1.50 weighted factor)

Qualifications of Subconsultants – 5 points (given a 1.00 weighted factor)

Subcontracted Amount – 5 points (given a 1.00 weighted factor)

- B. Ability of the responding firm in terms of its workload and the availability of qualified personnel, equipment, and facilities to perform the required professional design services or design-build services competently and expeditiously;

15 raw points (20 weighted points)

Organization – 5 points (given a 2.00 weighted factor)

Proposed Schedule – 5 points (given a 1.00 weighted factor)

Backlog with OTIC – 5 points (given a 1.00 weighted factor)

- C. Past performance of the responding firm as reflected by the evaluations of previous clients with respect to such factors as control of costs, quality of work, and meeting of deadlines;

15 raw points (15 weighted points)

Past Performance with OTIC (given a 1.00 weighted factor)

Past Performance with other Public/Govt. (given a 1.00 weighted factor)

Quality Control (given a 1.00 weighted factor)

- D. Any other relevant factors as determined by the Commission, including but not limited to completion and submission of all items required under this Request for Letters of Interest, and any exceptions or requested deviations;

20 raw points (37.5 weighted points)

Understanding of Project – 5 points (given a 2.50 weighted factor)

Complete Tasks Defined in Scope of Services – 5 points (given a 2.00 weighted

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factor)

Innovative Approach – 5 points (given a 2.00 weighted factor)

Completion and Submission of All Items Required under the LOI – 5 points
(given a 1.00 weighted factor)

A.E. Committing to a plan for meeting or exceeding the SBE Goal or satisfactorily demonstrating use of Good Faith Efforts to attain SBE certified firms' participation on the Project – [pass/fail];

B.F. Disclosure of any conflict of interest – [pass/fail]

C.G. Fostering competition and economic development – [pass/fail]

The Letters of Interest will be independently reviewed, evaluated and scored by an Evaluation Team based on the foregoing factors and points. After that process, the Evaluation Team will identify the top-ranked Respondents for the contracts, being the firms deemed the most qualified to perform the required services and make a recommendation for the award of a contract to two firms. Following successful negotiations, contracts will be entered into.

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Revisions to APPENDIX B, Form of Contract for Professional Engineering Services

The Commission has revised Section 2.2 and Section 2.3 as follows:

2.2 Contract Fee. The Commission shall pay the Consultant for the proper performance of the general professional engineering services under all assignments in accordance with the Assignment Letters issued by the Chief Engineer. The total amount payable to Consultant under this Contract shall not exceed Seven Hundred Thousand Dollars (\$700,000.00) (“Contract Fee”), including reimbursable expenses, for all task order assignments issued during the course of the term. The Commission may amend the Contract in writing, prior to the performance of any modified or additional work, in order to incorporate additional Fee Proposals as sought by the Commission. Unexpended funds allocated for an assignment may be reallocated to a subsequently issued assignment if the prior assignment is modified in writing and signed by both parties reducing the total amount of that prior assignment. ~~Should the Commission authorize an amendment of this Contract for the performance of any additional services on this Project, any unexpended funds allocated for compensation to the Consultant for the various tasks within the Project shall not be allocated or added to the not to exceed amount established for the performance of any other tasks or services. The Commission will not pay for travel time to and from the work site.~~

2.3 Billing Rates. Unless a lump sum arrangement is previously agreed upon as covering all work required for a particular assignment, the Commission shall compensate the Consultant based upon the actual effort expended performing the necessary services and Approved Billing Rates derived from actual wage rates, overhead rate and fixed fee using the following formula:

Billing Rate = [Hourly Rate + (Hourly Rate)(Approved Overhead Rate)] x 1.10 with the following definitions: ***