# Exhibit A

## DEFINITIONS AND ACRONYMS

**"Addenda/Addendum"** means supplemental additions, deletions, and modifications to the provisions of the RFP after the release date of the RFP.

**"Alternative Technical Concepts" or "ATCs"** means the concepts described in ITP Section 3.1.

**"ATC Cost Adjustment"** means the amount of the estimated increase in TxDOT's costs resulting from implementation of an approved ATC, as determined as described in ITP Section 3.3.

**"ATC Presentation Meeting"** has the meaning set forth in ITP Section 3.3.

**"Authority"** means the Central Texas Regional Mobility Authority.

**"Authority Improvements"** shall mean all tolling infrastructure installed by the Authority. This includes, but is not limited to, the design, procurement, and installation of the following: (i) all over lane toll equipment (including mounting hardware) and side road tolling cabinets; (ii) all tolling conduits on toll gantries from one foot above ground; (iii) fiber optic backbone and lateral cables, including their termination; (iv) all electrical systems to power all over lane, roadside and back office equipment; and (v) all back office connectivity, hardware, storage devices, and software to successfully process and complete motorists tolling transactions.

**"Authorized Representative"** has the meaning set forth in ITP Section 2.2.1.

**"Business Day"** means days on which TxDOT is officially open for business.

**"Code"** has the meaning set forth in ITP Section 1.6.3.

**"Commission"** means the Texas Transportation Commission.

**"Day" or "day"** shall mean calendar days unless otherwise expressly specified.

**"DBA Documents"** has the meaning set forth in Section 1.2 of the Design-Build Agreement.

**"Design-Build Agreement"** or **"DBA"** means the design-build contract for the design and construction of the Project, as further set for the in Volume II of the RFP.

**"Design-Build Contractor"** has the meaning set forth in ITP Section 1.1.

**"Design-Build Price"** means the price for the Work required under the DBA as described in Section 3.1.1 of Exhibit C to the ITP.

**"Development Plan Evaluation Subcommittee**" or **"DPES"** means the subcommittee that performs the initial review of the Technical Proposal and provides evaluation recommendations to the ESRC as set forth in ITP Section 5.1.

**"Disadvantaged Business Enterprise"** or **"DBE"** has the meaning set forth in 49 CFR Part 26.

**"Equity Member"** means (a) each entity with a direct interest in the Proposer (whether as a member, partner, joint venture member or otherwise), (b) each entity proposed to have a direct interest in Design-Build Contractor (whether as a member, partner, joint venture member or otherwise), and (c) each entity that will have an indirect interest in the Proposer or Design-Build Contractor through one or more intermediaries. Notwithstanding the foregoing, if the Proposer is a publicly traded company, shareholders with less than a 10% interest in the Proposer shall not be considered Equity Members.

**"Evaluation and Selection Recommendation Committee"** or **"ESRC"** means the committee that will review and evaluate the Proposals and make a recommendation to the Steering Committee as set forth in ITP Section 5.1.

**"FHWA"** means the Federal Highway Administration.

**"Financial Proposal"** means the financial information included in a Proposal submitted by a Proposer providing the information requested in Exhibit C of the ITP.

**"Financial Proposal Evaluation Subcommittee"** or **"FPES"** means the subcommittee that performs the initial review of the Financial Proposal and provides evaluation recommendations to the ESRC as set forth in ITP Section 5.1.

**"Instructions to Proposers"** or **"ITP"** means the documents, including exhibits and forms, included in the RFP containing directions for the preparation and submittal of information by the Proposers in response to the RFP.

**"Key Personnel"** means the individuals designated by a Proposer pursuant to Section 3.2.5 of Exhibit B to the ITP.

**"Key Subcontractor"** means any subcontractor that will (a) fill any of the following key project roles: project management, lead design firm, quality control management, and quality assurance management or (b) serve as a key task leader for geotechnical, hydraulics and hydrology, structural, environmental, utility or right-of-way issues. See Form D.

**"Major Participant"** means each Equity Member and each member of the Proposer's organization with: (a) primary responsibility for design; (b) primary responsibility for construction; or (c) a proposed subcontract with a value greater than or equal to $5 million (excluding subcontracts with Suppliers).

**"Major Professional Services Firm"** has the meaning set forth in Section 3.2.2 of Exhibit B to the ITP.

**"Post-Selection Deliverables"** has the meaning set forth in ITP Section 5.11.

**"Preliminary Project Baseline Schedule"** means the Project schedule required to be submitted with the Proposal and meeting the requirements set forth in Section 4.2.10 of Exhibit B to the ITP.

**"Pre-Proposal Submittal"** has the meaning set forth in ITP Section 2.4.

**"Project"** means the SH 71 Toll Lanes Project, including the design and construction of SH 71 as described in ITP Section 1.3.1.

**"Project Development Plan"** means the plan submitted with the Technical Proposal providing the information requested in Section 4.0 of Exhibit B to the ITP.

**"Project Management Plan"** means the portion of the Project Development Plan providing the information requested in Section 4.2 of Exhibit B to the ITP.

**"Project Webpage"** has the meaning set forth in the RFQ.

**"Proposal"** means the original documents submitted by a Proposer in response to the RFP.

**"Proposal Due Date"** means the deadline (date and time) for submission of Proposals identified in ITP Section 1.5.

**"Proposal Revisions"** have the meaning set forth in ITP Section 5.6.

**"Proposal Security"** means the proposal bond as described in Section 3.3 of Exhibit B to the ITP.

**"Proposer"** means the entity submitting a Proposal for the Project in response to the RFP.

**"Qualifications Submittal"** or **"QS"** means the submission made by a Proposer in response to the RFQ, including all clarifications thereto submitted in response to requests by TxDOT.

**"Quality Management Plan"** means the portion of the Project Development Plan providing the information requested in Section 4.3 of Exhibit B to the ITP.

**"Reference Information Documents"** or **"RID"** means the documents and information included in Volume III and described in ITP Section 1.4.

**"Request for Qualifications"** or **"RFQ"** means TxDOT's Request for Qualifications issued on November 1, 2013, as amended.

**"Request for Proposals"** or **"RFP"** means the set of documents identifying the Project and the work to be performed and materials to be furnished in response to which a Proposal may be submitted by a Proposer/DB Contractor. The RFP includes the ITP, DBA Documents and Reference Information Documents.

**"RFP Webpage"** means the secure file transfer and sharing site for the Project as set forth in ITP Section 2.2.

**"Stakeholder"** means parties that may have a stake in the Project by virtue of their location or funding, including the City of Austin, the Authority, Travis County, United States Department of Transportation/FHWA and their officers, directors, and employees. For purposes of ITP Section 2.2.3(d), the Texas Department of Public Safety and any other public law enforcement agency with jurisdiction to provide traffic patrol, traffic law enforcement and other police and public safety services in accordance with applicable Laws and agreements with State and local agencies will not be considered Stakeholders.

**"Steering Committee"** has the meaning set forth in ITP Section 5.9.

**"Surety"** means the individual or entity committing to provide any of the bonds identified in the RFP.

**"Technical Proposal"** means the technical proposal submitted by a Proposer providing the information requested in Exhibit B of the ITP.

**"Technical Solutions"** means the portion of the Project Development Plan providing the information requested in Section 4.1 of Exhibit B of the ITP.

**"USDOT"** means the United States Department of Transportation.

For definitions of other initially capitalized terms, please refer to the DBA Documents.

# Exhibit B

# TECHNICAL PROPOSAL INSTRUCTIONS

## 1.0 General Instructions

This Exhibit B describes the submission format for Technical Proposals and outlines the required information that will comprise a Technical Proposal for the DBA.

Proposer shall submit the information required by this Exhibit B in the organization and format specified herein. The Technical Proposal shall be organized in the order listed in Exhibit E, and shall be clearly indexed. Each component of the Technical Proposal shall be clearly titled and identified.

All forms named herein are found in Exhibit D, unless otherwise noted. All blank spaces in the Proposal forms must be filled in as appropriate. No substantive change shall be made in the Proposal forms.

Evidence of signature authority shall be provided for all individuals signing forms on behalf of each Major Participant. Item B of the section entitled "Additional Information To Be Provided With Proposal Letter" of Form A identifies requirements regarding evidence of signature authorization for the Proposal Letter. Similar authorization shall be provided for all other signatories for Major Participants.

## 2.0 Format

The Technical Proposal shall be limited to an aggregate of 30 pages (if double-sided, 15 sheets), plus the executive summary, required forms, resumes and appendices containing graphs, matrices, schedules, drawings and other pertinent data.

## 3.0 Contents of the Technical Proposal

The required contents and organization of the Technical Proposal are presented in this Exhibit B and summarized in the Proposal checklist provided in Exhibit E. Proposers are to provide all the information set out in this Exhibit B. A copy of the checklist for the Technical Proposal shall be included in the Technical Proposal. Proposer shall not amend the order or change the contents of the checklist except to provide the required cross reference to its Proposal.

The Technical Proposal shall consist of the following major elements:

(a) Executive Summary;

(b) Proposer Information, Certifications and Documents (including required Forms A through J and P through S,);

(c) Proposal Security;

(d) Project Development Plan; and

(e) Appendices.

## 3.1 Executive Summary

The Executive Summary shall be written in a non-technical style and shall contain sufficient information for reviewers with both technical and non-technical backgrounds to become familiar with Proposer's Proposal and Proposer's ability to satisfy the financial and technical requirements of the Project. The Executive Summary shall not exceed five pages. The Executive Summary shall not include any information regarding pricing. It shall, at a minimum, include the following:

(a) A summary of any changes to Proposer's QS.

(b) A summary of any changes in Proposer's organization, Equity Members, other Major Participants and Key Personnel since submission of the QS.

(c) A summary of the proposed management, decision-making and day-to-day operation structure of Proposer, and a statement that each Major Participant has committed to provide the relevant Key Personnel.

(d) A summary of the Project Development Plan including:

- A summary of the Technical Solutions,
- A summary of the Project Management Plan, and
- A summary of the Quality Management Plan

(e) A summary of the Proposer's approach to satisfying the DBE requirements.

## 3.2 Proposer Information, Certifications and Documents

### 3.2.1 Proposal Letter

The Proposal shall include the Proposal Letter (Form A). Proposer shall attach to the Proposal Letter the documents and information described in the section entitled "Additional Information To Be Provided With Proposal Letter" of Form A; provided, however, that Proposer may attach to the original Form A an envelope including four certified copies of the required organizational documents in lieu of providing organizational documents with each of the copies of the Proposal.

### 3.2.2 Information About Proposer, Major Participants and Other Subcontractors

The Proposal shall include a completed chart on Form B-1, including the names, contact information, role in the organization, licensing information, and description of work (if applicable) for Proposer and Equity Members.

The Proposal shall include a completed Form B-2 providing information about Proposer and its team as specified therein.

The Proposal shall include a completed Form B-3 providing information regarding (i) each Major Participant (excluding Equity Members); (ii) each firm that will provide engineering, architectural, surveying, planning, quality assurance and/or other professional services for development of the Project valued at $500,000 or more ("Major Professional Services Firm"); and (iii) all other subcontractors identified by Proposer as of the Proposal Due Date. Proposer is advised that all Major Professional Services Firms must be identified at the time of the Proposal, and that, as a condition to final award and execution of the DBA, the successful Proposer must provide evidence that it and its Major Participants hold all necessary licenses and professional registrations.

The Proposal shall include copies of organizational documentation described in the section entitled "Additional Information To Be Provided With Proposal Letter" of Form A for Proposer, DB Contractor and Equity Members, as well as other documentation required by Form B-2. If any modification to the organizational documents for such entity is contemplated prior to award or, if Proposer intends to form an affiliated entity to be the DB Contractor, Proposer shall provide a brief description of the proposed legal structure and draft copies of the underlying organizational documents (described in the section entitled "Additional Information To Be Provided With Proposal Letter" of Form A) for such proposed entity.

### 3.2.3 Responsible Proposer Questionnaire

The Proposal shall include Form C, the "Responsible Proposer Questionnaire", signed by Proposer, each Major Participant and any other team member identified in the Proposal. As noted on the form, it may be provided by Proposer on its own behalf and on behalf of the DB Contractor and Equity Members, or it may be provided by Proposer on its own behalf and the individual Equity Members on their own behalf. The form executed by Proposer shall be signed by the same individual(s) who sign the Proposal Letter. The forms signed by Equity Members shall be signed by an authorized representative of such Equity Member and the Proposal shall include evidence of signature authorization for such individual.

### 3.2.4 Key Subcontractors

The Proposal shall include a list in the form of Form D of the names of all Key Subcontractors that Proposer intends to use to complete the Work under the DBA.

### 3.2.5 Key Personnel

#### 3.2.5.1 Designation of Key Personnel Prior to Proposal Due Date

Each Proposer shall submit any proposed changes in Key Personnel from those identified in the QS and any new Key Personnel that were not required to be submitted with the QS falling within any of the categories identified in Section 3.2.5.2 in accordance with ITP Sections 2.10. Proposer may not make any changes in its Key Personnel after receipt of TxDOT approval as specified in ITP Sections 2.11. The Proposal may not include any Key Personnel previously disapproved by TxDOT in writing, except as provided in ITP Section 2.11.

#### 3.2.5.2 Information Regarding Key Personnel in Proposal

The Proposal shall identify the pre-approved Key Personnel and shall include Form E identifying personnel work assignments, as well as a statement signed by Proposer and the employer of each designated Key Personnel position, committing to maintain such individual's availability for and active involvement in the Project. The Proposal also shall include copies of the resumes and contact information described in ITP Sections 2.11, as applicable, for each designated Key Personnel position. Refer to the DBA Documents for information regarding time commitment requirements for Key Personnel and TxDOT's rights if it determines that any such personnel are not devoting sufficient time to the prosecution and performance of the work required for the Project.

The individuals with direct responsibility for each of the following categories of work are considered Key Personnel:

(a) overall management of the Project (*Project Manager*);

(b) design of the Project (*Design Manager*);

(c) control of quality and the implementation and operation of the Design Quality Management Plan (DQMP) (*Professional Services Quality Control Manager (PSQCM)* as described in Section 2.2.5.2 of the Technical Provisions);

(d) independent design quality assurance and review of quality control measures in accordance with the DQMP (*Design Quality Assurance Manager (DQAM)* as described in Section 2.2.5.2 of the Technical Provisions);

(e) construction, coordination of subcontractors and scheduling (*Construction Manager*);

(f) control of quality, and the implementation and operation of the Construction Quality Management Plan (CQMP) (*Construction Quality Control Manager (CQCM)* as described in Sections 2.2.6 and 2.2.6.1.1 of the Technical Provisions);

(g) independent quality acceptance for construction and review of quality control measures in accordance with the CQMP (*Construction Quality Acceptance Manager (CQAM)* as described in Section 2.2.6.1.3 of the Technical Provisions);

(h) environmental compliance (*Environmental Compliance Manager*); and

(i) safety compliance (*Safety Manager*).

### 3.2.6 Letters Approving Key Personnel and Changes in Proposer's Organization

The Proposal shall include a copy of the approval letter(s) issued by TxDOT pursuant to ITP Sections 2.10 approving changes in Key Personnel. If Proposer's organization has changed since submission of the QS, Proposer shall specifically describe such changes and, if applicable, include a copy of TxDOT's approval letter provided under ITP Section 2.11.

### 3.2.7 Non-Collusion Affidavit

The Proposal shall include Form F, certifying that the Proposal is not the result of and has not been influenced by collusion.

### 3.2.8 Certification Regarding Buy America

The Proposal shall include Form G, regarding Buy America requirements.

### 3.2.9 DBE Requirements

The Proposal shall include a Certification of DBE Goal Attainment or Good Faith Efforts (Form H) confirming that Proposer will obtain DBE commitments equal to or exceeding the DBE participation goal or will exercise good faith efforts to substantiate its attempts to meet the goal.

### 3.2.10 Child Support Statement for State Grants, Loans and Contracts

The Proposal shall include Form I regarding child support obligations, for Proposer and each Major Participant.

### 3.2.11 Organizational Conflict of Interest Disclosure

Attention is directed to TxDOT's rules on conflicts of interest, which are set forth at 43 Texas Administrative Code §9.155. The Proposal shall include a certification on Form J describing potential organizational conflicts of interest, including disclosure of all relevant facts concerning any past, present, or currently planned interest that may present an organizational conflict of interest.

### 3.2.12 Certification Regarding Equal Employment Opportunity

The Proposal shall include Form P, regarding participation in contracts or subcontracts subject to the equal opportunity clause and the filing of required reports.

### 3.2.13 Certification Regarding Use of Contract Funds For Lobbying

The Proposal shall include Form Q, executed by the Proposer, all members or joint venturers of the Proposer and all of other Major Participants including Equity Members certifying that no federal appropriated funds have been or will be paid for lobbying activities and no other funds have been paid or will be paid to influence governmental decisions regarding this Project.

### 3.2.14 Certification Regarding Ineligible Contractors

The Proposal shall include Form R, certifying that Proposer and its Subcontractors are not declared by the Federal Government or have not voluntarily declared themselves debarred, suspended or ineligible from doing transactions with the Federal Government or any of its agencies and making other certifications as described on Form R.

### 3.2.15 Guarantor Letter

The Proposal shall include (if a guaranty is required): (a) an irrevocable letter signed by the Guarantor(s) in the form of Form S committing to provide a guaranty in the form of Exhibit 13 of the DBA, concurrently with execution and delivery of the DBA Documents by Proposer; (b) evidence of authorization of the signatory to that letter; (c) Form B-1 for the Guarantor(s); (d) financial information described in Section 2.0 of Exhibit C; and (e) such other information concerning the Guarantor(s) as TxDOT may request. A guaranty of DB Contractor's obligations under the DBA is required under the following circumstances: (i) Proposer identified a Guarantor in its QS or was advised by TxDOT that a guaranty would be required as a condition to the shortlisting of Proposer, (ii) DB Contractor is a newly formed entity (i.e., the entity has been in existence for one year or less), (iii) the combined Tangible Net Worth of DB Contractor and its Equity Members is less than $35,000,000; or (iv) the form of organization of Proposer and/or the financially responsible parties comprising Proposer changes and TxDOT determines, in its sole discretion, to require a Guarantor as a condition to approving such change under ITP Section 2.10. If a guaranty is required, the combined Tangible Net Worth of the guarantor, Proposer and its Equity Members must be at least $35,000,000. Tangible Net Worth shall be determined based on audited financial statements for the fiscal year most recently ended.

### 3.2.16 Surety Information

The Proposal shall include the following information regarding the Surety for the bonds to be provided in accordance with Section 8 of the DBA:

(a) Name of bonding company (must be 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) and the name and address of the agent.

(b) Whether or not the listed bonding company defaulted on any obligation within the past ten years, and the details in the event of such default.

Each Proposer shall confirm that the Proposer team is capable of obtaining a Performance Bond and Payment Bond, each in an amount of at least $110 million. The Proposal shall include a letter from a surety/insurance company indicating that such capacity exists for Proposer or the Equity Member with the primary responsibility for construction. Letters indicating "unlimited" bonding capability are not acceptable. The letter must specifically state that the surety/insurance company has read the RFP, including the DBA Documents, and evaluated Proposer's/Equity Member's backlog, work-in-progress and recently awarded and conditionally awarded contracts as of the date of the letter in determining its bonding capacity. If Proposer or the Equity Member responsible for construction, as applicable, is a joint venture, partnership, limited liability company or other association, separate letters for one or more of the individual Equity Members of Proposer or the Equity Member responsible for construction, as applicable, are acceptable, as is a single letter covering all Equity Members of Proposer.

## 3.3 Proposal Security

The Proposal shall include a proposal bond as specified below.

### 3.3.1 Forfeiture of Security

Forfeiture of Proposal Security in accordance with Section 4.5 of the ITP will constitute liquidated damages. By submitting its Proposal, Proposer agrees and acknowledges that such liquidated damages are reasonable in order to compensate TxDOT for damages it will incur as a result of Proposer's failure to satisfy the obligations under the RFP to which Proposer agreed when submitting its Proposal. Such damages include potential harm to the credibility and reputation of TxDOT's transportation improvement program, including the design-build program, with policy makers and with the general public, delays to the Project and additional costs of administering this or a new procurement (including engineering, legal, accounting, overhead and other administrative costs). By submitting its Proposal, Proposer further acknowledges that these damages would be difficult and impracticable to measure and prove, are incapable of accurate measurement because of, among other things, the unique nature of the Project and the efforts required to receive and evaluate proposals for it, and the unavailability of a substitute for those efforts. The amounts of liquidated damages stated herein represent good faith estimates and evaluations as to the actual potential damages that TxDOT would incur as a result of Proposer's failure to satisfy the obligations under the RFP to which Proposer agreed when submitting its Proposal, and do not constitute a penalty. By submitting its Proposal, Proposer agrees to such

liquidated damages in order to fix and limit Proposer's costs and to avoid later Disputes over what amounts of damages are properly chargeable to Proposer.

#### 3.3.2 Form of Proposal Bond

A proposal bond in the amount of $3 million and in the form of Form K shall be provided by a 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. The proposal bond shall be subject to forfeiture in accordance with ITP Section 4.5. Each proposal bond will be retained until the DBA Documents have been fully executed, after which the proposal bond for each unsuccessful Proposer, except those proposal bonds which have been forfeited, will be returned to the respective Proposers. The proposal bond for the successful Proposer shall be returned at such time as Proposer has satisfied all conditions of execution and award set forth in ITP Section 6.1. If the next best value Proposer is notified during the 180-day period that it is selected for negotiations, such Proposer shall obtain an extension of the proposal bond for the period until 270 days after the Proposal Due Date.

## 4.0 Project Development Plan

Proposer shall submit a Project Development Plan which shall consist of the following three components: the Technical Solutions (Section 4.1), the Project Management Plan (Section 4.2) and the Quality Management Plan (Section 4.3).

The Project Development Plan shall provide the information relevant for developing the Proposer's schematic, the project management philosophy, plan and schedule for executing the Project, including management structure and personnel; and the quality control procedures for any related contract administration, describing how Proposer plans to achieve and satisfy the project requirements.

## 4.1 Technical Solutions

The Technical Solutions component of the Proposal shall describe Proposer's approach to implementing the work and shall include a Design and Construction Plan, an environmental protection plan, a utilities adjustment concept plan, a Preliminary Project Baseline Schedule and additional associated information, as described in this Section 4.1. The Technical Solutions shall also include information with respect to approved ATCs, perceived added value items and the incorporation of new technologies as follows:

(a) Specifically, for all ATCs, Proposer shall:

- Specifically state whether any approved ATCs are included in the Proposal, with reference to the ATC identification number assigned by TxDOT;

- Describe any potential DB Contractor-Designated ROW; and

- Describe how the ATC is used and provide cross-references to other elements of the Proposal that are affected by the ATC.

(b) For perceived added value components of the Proposal, Proposer shall:

- Specifically identify characteristics of its Proposal which Proposer considers to improve upon the Project's technical requirements, as set forth in the DBA Documents, and which bring additional benefits and/or value to TxDOT and the public; and

- Provide a narrative description of the value of such benefits.

### 4.1.1 Design and Construction Plan

The Design and Construction Plan shall include information identified in Section 4.1.1.1 through Section 4.1.1.4 relevant to DB Contractor's schematic and proposed approach.

DB Contractor's schematic shall clearly identify the work to be completed by DB Contractor. Changes in alignments or other elements proposed by DB Contractor's schematic, to the extent they will require an evaluation for compliance with the TxDOT-Provided Approvals and possibly re-evaluations and delays associated with such re-evaluations, will be at DB Contractor's risk.

#### 4.1.1.1 Construction Staging, Sequencing, Maintenance and Traffic Management

The Proposal shall provide a description of the construction staging, sequencing, maintenance during construction and traffic control to maintain traffic during construction. The information shall include at least the following:

(a) The overall traffic management and control and sequencing approach.

(b) Concept drawings and description of the proposed construction staging and steps that will be taken to minimize disruptions to the traveling public and impacts on the Stakeholders and communities.

(c) A description of how maintenance required during construction will be addressed through the various staging and sequencing.

#### 4.1.1.2 Bridges and Surface Structures

The Proposal shall provide a description of the bridges and surface structures (representative retaining walls). The information shall include at least the following:

(a) Concept plans for bridges with sufficient detail to indicate bridge type, foundation types, width, controlling clearances, and span arrangement. Lane configurations and clear zones of crossing roadways shall be clearly indicated as applicable.

(b) Concept plans for retaining walls shall indicate wall types (including a typical section for each type), proposed locations and limits.

(c) Specifically for bridges and surface structures, Proposer shall include the following:

- identification of type, material, appearance and design life considerations;
- cross-sectional drawings of all proposed bridge types; and
- a description of the methods of construction for build-out on existing and proposed structures.

#### 4.1.1.3 Roadway

The Proposal shall provide a description of the roadway components. The information shall include at least the following:

(a) Proposed refinements in the horizontal and vertical geometric configuration of the Schematic Designs.

(b) Typical sections, plans and profiles of general purpose lanes, toll lanes, the interchange and crossing roadways for the Schematic Designs.

(c) Roadway and interchange geometry.

(d) A description of all existing roadways and structures to be closed, demolished, left as is, or incorporated into the Project.

(e) Proposed pavement design.

#### 4.1.1.4 Drainage

The Proposal shall provide a description of the Project drainage components The information shall include at least the following:

(a) A description of the proposed drainage system including identification of contributing drainage areas, major crossings, mitigation of discharges and detention requirements.

(b) A general concept plan drawing(s) showing the preliminary overall surface water collection system for the project including major drainage trunk lines and structures and outfall locations.

(c) A description of Proposer's conceptual plan for providing temporary drainage during construction.

(d) A description of the approach for utilizing existing drainage features and identification of any easements required and owners and/or operators impacted by the proposed drainage design.

#### 4.1.2 Environmental Permitting, Mitigation and Impacts

The Proposal shall provide a description of its approach to complying with the environmental requirements of the Project and any environmental issues that may arise. The information shall include at least the following:

(a) A list of laws, rules and regulations applicable to the Project.

(b) A list of environmental permits, permit amendments and other approvals, whether state, federal or local, that will or may be required, together with the name of the issuing agency and a plan for obtaining required permits and permit amendments in a timely manner.

(c) A description of the project-specific environmental issues anticipated to be encountered on the Project, how design and construction will address the anticipated impacts and be sensitive to the environment, and the approach for managing conflicts.

#### 4.1.3 Utilities

The Proposal shall provide a description of the utility work required for the Project. This utility work shall be subject to the FHWA Buy America requirements at 23 U.S.C. § 313 and 23 C.F.R. § 635.410. The information shall include at least the following:

(a) The proposed methods of locating additional utilities horizontally and vertically that encroach upon the footprint of the Project.

(b) The intended means of communication and planning of construction to keep Utility Owners informed of the construction schedule, the means of construction and changes that may affect their facilities.

(c) The proposed methods of design and construction related to utility relocation and protection and efforts to minimize utility conflicts during design and construction and the approach for managing conflicts.

(d) The proposed methods to facilitate cooperation from Utility Owners, including, without limitation, the approach to negotiating utility adjustment agreements and resolving betterment issues.

### 4.2 Project Management Plan

The Project Management Plan shall set out Proposer's management approach to design, construction, traffic management, maintenance during Work, documentation, testing and auditing/reporting for the Project, risk and organizational structure. The

minimum information to be provided within the Project Management Plan is detailed in this Section 4.2.

### 4.2.1 General Project Management

The Project Management Plan shall describe Proposer's overall Project management plan and approach to the work (including design and construction), including at least the following:

(a) A description of the methods to be used to assure necessary communication and documentation within Proposer's team, including communication among the sub-organizations and management personnel.

(b) A description of how Proposer intends to: (i) provide the experienced personnel, facilities and equipment, and to integrate such resources, to complete each aspect of the Project; (ii) control and coordinate the various Subcontractors; (iii) interface with TxDOT, its consultants, the System Integrator and relevant federal, State and local agencies; (iv) interface with any applicable Utility Owners; (v) control Project schedules and minimize Project costs; and (vi) comply with applicable Laws.

(c) A description of Proposer's plan to manage permitting and third-party coordination and approvals.

(d) A detailed description of how the team members will work together to provide a unified design, construction, and quality approach to all elements of the work.

(e) A description of the team decision-making process, how internal disputes between team members will be resolved and how Proposer will avoid adverse impacts to the Project (cost, schedule or quality) in the event of such disputes.

(f) All major training program(s) to ensure that continuous improvement practices are being implemented.

(g) Information regarding the current and projected workload and backlog of Proposer team (including all Major Participants), including the Proposer's or team member's plan for allocating its resources and personnel among the projects.

### 4.2.2 Organizational Structure and Key Personnel Roles

The Project Management Plan shall describe Proposer's overall organizational structure, roles of Key Personnel and other key persons, and team approach to the work (including design and construction), including at least the following:

(a) An organization chart outlining the basic structure of Proposer's Project organization (including the design and construction sub-organizations) and a description of the roles, responsibilities, interrelation and work to be accomplished by each member of the management team and each sub-organization, including identified Subcontractors and Suppliers (at all tiers).

(b) Information describing how each of the Key Personnel and other identified key persons will fit into the organization, including a description of each such person's function and responsibilities relative to the Project and indicating the percent of time that the person will devote to the Project.

#### 4.2.3 Risk Management

The Project Management Plan shall describe the approach to identification, management, mitigation, and allocation of Project-specific risks, including a risk matrix which shall identify the following at a minimum:

(a) Significant project-specific risk categories during design and construction of the Project and maintenance during Work.

(b) The potential consequences of the identified risks.

(c) The probability/likelihood of risks.

(d) Risk-mitigation strategies to eliminate or reduce specific risks.

(e) The allocation of responsibility for mitigation of the identified risks between TxDOT and DB Contractor.

The Project Management Plan shall also describe a TxDOT-DB Contractor communication plan with respect to Project-specific risks.

#### 4.2.4 Construction and Traffic Management During Construction Period

The Project Management Plan shall provide a description of Proposer's plan and approach for performing construction and traffic management on the Project, including at least the following:

(a) A narrative description of how Proposer intends to schedule and sequence the construction to minimize impacts on the environment, communities and traveling public while still providing acceptable construction performance.

(b) A description of the intended laydown, recycling, staging, disposal and maintenance locations (with approximate areas) to be used during construction.

(c) A description of how the right-of-way and adjacent roads and properties will be maintained and protected business and residential access will be maintained throughout the Project corridor during the construction including the intended measures to be used to mitigate and minimize noise, vibration, light, dust, erosion/run-off and local road damage.

(d) A description of how Proposer will coordinate its construction work with other projects that are expected to be under construction during the work.

(e) A description of how Proposer will manage and control traffic during construction.

#### 4.2.5 Schedule and Cost Control Management

The Project Management Plan shall provide a description of Proposer's plan and management approach for schedule and cost control on the Project, including at least the following:

(a) Describe Proposer's document, cost control and schedule management system to be used to control and coordinate the cost and schedule of the work during the term of the DBA, including during design and construction.

(b) Describe the proposed Project schedule methodology and cost control approach and include at least the following:

- A description of the system used for preparing and updating the Project schedule, the schedule of values and the integration of Subcontractor activities into Proposer's scheduling and reporting system.
- A description of the proposed approach for calculating progress performance on a monthly basis and preparing payment requests.
- A description of how Proposer will approach rescheduling of its work to achieve schedule recovery objectives and how these objectives will be enforced with its work force and Subcontractors.

The Proposal shall also provide a Preliminary Project Baseline Schedule and narrative for all portions of the Project and include at least the following:

(a) Narrative which describes the proposed execution of the Work for the term of the DBA.

(b) Preliminary Project Baseline Schedule to the levels described in Section 2 of the Technical Provisions for the design and construction period and for maintenance performed during Work in accordance with the Technical Provisions.

(c) The Preliminary Project Baseline Schedule shall show achievement of Substantial Completion of the Project no later than 730 days after NTP1.

Proposer's Preliminary Project Baseline Schedule submission shall not limit, modify or alter TxDOT's ability to review and approve the Preliminary Project Baseline Schedule, and selection of a Proposer shall not be deemed to be acceptance or approval of Proposer's Preliminary Project Baseline Schedule.

#### 4.2.6 Environmental Management

The Project Management Plan shall provide a description of Proposer's plan and management approach to environmental compliance and permitting, including at least the following:

(a) A description of Proposer's plan and management approach to obtaining environmental permits, permit amendments and other approvals that will be required, as identified by the Proposer in its Technical Solutions (see Section 4.1.2 hereof), and such other permits and approvals as may be required.

(b) The method Proposer will use to ensure environmental commitments are integrated into design and construction of the Project.

(c) A description of the measures that will be undertaken to ensure compliance with environmental permits and approvals and approvals relating to cultural resources.

#### 4.2.7 Design Management

The Project Management Plan shall provide a description of Proposer's plan and management approach for performing design on the Project, including at least the following:

(a) A description of how Proposer intends to manage the development and coordination of design, including issues such as design of connecting projects, survey, environmental permitting, utilities and safety issues.

(b) A description of the proposed approach for delivering the design for the Project, including where the designers will be located, how designs are to be developed by different firms, how offices will be integrated and work coordinated to ensure consistency and quality.

(c) A description of how the design personnel will interface with the construction personnel to achieve a quality constructed Project that minimizes long-term maintenance.

### 4.2.8 Safety and Health Plan

The Project Management Plan shall provide a description of Proposer's Project-specific preliminary safety and health plan meeting the requirements set forth in the Technical Provisions, including at least the following:

(a) A description of the role and responsibilities of the Safety Manager and safety staff, the hierarchical relationship between the Safety Manager and other managers, supervisors, and employees, and how responsibility and accountability for safety will be incorporated at all levels.

(b) A description of Proposer's approach to identifying, developing and providing relevant training for employees and supervisors.

(c) A description of Proposer's approach to safety procedures, including incident response plans and systems for reporting and responding to hazardous conditions, and how such procedures will ensure the safety and health of personnel involved in the Project and the general public affected by the Project.

(d) The procedures Proposer will use to immediately notify TxDOT of all incidents arising out of the performance of the Work, and Proposer's approach to communication and coordination of incident response and emergency management with TxDOT and other involved agencies.

(e) A description of how Proposer's approach to safety will account for the unique attributes of this Project, including but not limited to, the urban environment, the heavy traffic conditions and the size and scope of the Project.

(f) A description of Proposer's safety goals and its approach to evaluating the effectiveness of policies and measuring success in meeting the goals.

### 4.2.9 Mentoring and Job Training

The Project Management Plan shall provide a description of Proposer's plan and management approach for mentoring and job training on the Project, including at least the following:

(a) A description of Proposer's concept to utilize and train DBEs, including:

1. A description of standard subcontracting methods to effectively manage subcontractor performance as it relates to the Technical Provisions.

2. An outline of areas of work where DBEs may be utilized.

3. A description of the training program to be utilized to educate and train employees in various job functions as well as training for environmental and site specific issues.

(b) A description of Proposer's plan to mentor DBEs and small businesses, including:

1. A mentoring program for educational workshops, including the following:

- A description of targeted technical disciplines;
- Identification of specific audiences;
- Development of short and long term plans; and
- Identification of frequency of the workshops;

2. Educational workshops for bonding and insurance requirements.

Note that aspects of this approach will be integrated into Proposer's Job Training and Small Business Opportunity Plan, as approved by TxDOT, which shall be incorporated into the DBA Documents as Exhibit 8 following award of the DBA and shall be subject to TxDOT review, comment and approval.

#### 4.2.10 Preliminary Project Baseline Schedule

The Proposal shall provide a Preliminary Project Baseline Schedule and narrative for all portions of the Project and include at least the following:

(a) Narrative which describes the proposed execution of the Work for the term of the DBA.

(b) Preliminary Project Baseline Schedule to the levels described in Section 2 of the Technical Provisions for the design and construction period and for maintenance performed during Work in accordance with the Technical Provisions.

(c) The Preliminary Project Baseline Schedule shall show achievement of Substantial Completion of the Project no later than 730 days after NTP1.

Proposer's Preliminary Project Baseline Schedule submission shall not limit, modify or alter TxDOT's ability to review and approve the Preliminary Project Baseline Schedule, and selection of a Proposer shall not be deemed to be acceptance or approval of Proposer's Preliminary Project Baseline Schedule.

#### 4.2.11 Public Information and Communication

The Project Management Plan shall provide a description of Proposer's Public Information and Communications Plan (PICP) for the Project, including at least the following:

(a) Approach to addressing public information and communications management to be used as the basis for preparing PICP.

(b) Identification of specific outreach or engagement activities to be performed by TxDOT and the responsibilities of the Proposer in successfully supporting TxDOT in the performance of those activities.

(c) A description of the ways Proposer shall assist TxDOT in informing the public, individual property owners, and broader communities about design and construction activities that directly affect them and what modes of communication will be used.

(d) A description of Proposer's plan to assist TxDOT in establishing and maintaining a positive relationship with residents, businesses, institutions, organizations and others affected by the construction for the Project.

#### 4.2.12 Maintenance Management Plan

The Proposer shall provide the following which will form the basis of the Maintenance Management Plan:

(a) A description of the Proposed program for performing maintenance and operations work during construction

(b) How Proposer intends to facilitate the transition of maintenance and operations responsibilities to the Authority upon Substantial Completion

(c) How Proposer plans to respond to emergencies, hazardous weather, breakdowns, accidents, and incidents and approach for liaising and working with emergency services

(d) A description of the approach to traffic management and operations

(e) Procedures for managing records of inspection and maintenance activities

### 4.3 Quality Management Plan

The Quality Management Plan shall provide a description of Proposer's plan and approach to quality management during all stages of the Project through mobilization, the design, construction and maintenance during the Work.

### 4.3.1 Quality Control and Quality Acceptance Procedures

The Quality Management Plan will outline the systems that will be employed to ensure that the Work is executed with minimal requirements for corrective work. The plan shall detail the systems employed to detect noncompliance, correct the consequences of noncompliance and to prevent the reoccurrence of repeat noncompliance. The Quality Management Plan shall include at least the following:

(a) Proposed quality control and quality assurance procedures for design and construction, including:

1. A description of both the formal and the informal process for design submittals, design reviews, design deficiency corrections and change tracking;

2. A description of the approach to acceptance, testing and inspection;

3. Proposed quality management documentation procedures; and

4. The proposed audit regime.

(b) A description of the management approach to the interface between the design quality and construction quality processes.

(c) A description of the proposed approach to integrate and implement TxDOT oversight procedures.

(d) A description of how Proposer intends to interface with third parties and other Stakeholders respect to quality control and quality assurance.

(e) A description of Proposer's approach to documenting and curing construction deficiencies and noncompliance issues and ensuring that repeat mistakes are avoided.

### 4.3.2 Organizational Structure and Key Personnel Roles

The Quality Management Plan shall describe Proposer's overall organizational structure and the roles of Key Personnel and other key persons with respect to quality management and shall include at least the following:

(a) An organization chart showing the quality management structure, along with a staffing plan by position title.

(b) A description of the proposed design and construction quality program organization, including the name and titles of Key Personnel and other identified key persons responsible for quality management and a description of the roles, responsibilities, interrelation and work to be accomplished by each member of the quality management team.

(c) A description of how the quality management staff will be functionally independent so that such individuals will have the authority to effect changes in the event of failure to comply with DBA requirements.

(d) Information describing how each of the Key Personnel and other identified key persons will fit into the quality management structure organization, including a description of each such person's function, responsibilities, qualifications and experience.

### 4.4 Substantial Completion Dates

The Technical Proposal shall include Form O. The Proposer shall indicate the number of calendar days between NTP1 and its proposed Substantial Completion Dates for the Project on Form O.

# Exhibit C

# FINANCIAL PROPOSAL INSTRUCTIONS

## 1.0 General Instructions

This Exhibit C describes the submission format for Financial Proposals and outlines the required information that will comprise the Financial Proposal for the DBA.

Proposer shall submit the information required by this Exhibit C in the organization and format specified herein. The Financial Proposal shall be organized in the order listed in Exhibit E, and shall be clearly indexed. Each component of the Financial Proposal shall be clearly titled and identified.

All forms named herein are found in Exhibit D, unless otherwise noted. All blank spaces in the Proposal forms must be filled in as appropriate. No substantive change shall be made in the Proposal forms.

## 1.1 Format of Financial Proposal

All price, cost and financial information provided in the Financial Proposal shall be in U.S. Dollar currency only and all amounts shall be stated as nominal dollars. If there are any discrepancies between the hard copy and electronic copy of any quantitative information provided in the Financial Proposal, the hard copy version will prevail. If there are any differences between individual line amounts and totals, the individual line amounts will prevail.

## 1.2 Contents of Financial Proposal

All parts of the Proposal that indicate price and financial information are to be included in the Financial Proposal.

The required contents and organization of the Financial Proposal are presented in this Exhibit C and summarized in the Proposal checklist provided in Exhibit E. Proposers are to provide all the information set out in this Exhibit C. A copy of the checklist for the Financial Proposal shall be included in the Financial Proposal. Proposer shall not amend the order or change the contents of the checklist except to provide the required cross reference to its Proposal.

## 2.0 Financial Capacity Information and Substantial Completion Commitments

Proposers shall clearly identify any differences between the financial capacity information submitted in the Proposal and the information submitted in the QS.

The information required under this Section 2.0 (for Proposer, all Equity Members and any required Guarantors) shall be packaged separately for each separate entity with a cover sheet identifying the name of the organization and its role in Proposer's organization (i.e., Equity Member, lead design firm, subcontractor, etc.).

## 2.1 Prequalified Proposers

If the Proposer submitted with its QS a letter indicating that the Equity Member of the Proposer responsible for construction or Guarantors have been prequalified by TxDOT pursuant to Section 9.12 of Title 43, Texas Administrative Code, the Financial Proposal shall include the following information:

**(a)** **Prequalification Letter -** If the Proposer submitted with its QS a letter indicating that the Equity Member of the Proposer responsible for construction or Guarantors have been prequalified by TxDOT pursuant to Section 9.12 of Title 43, Texas Administrative Code, a copy of such prequalification letter. If such prequalification is not current through the Proposal Due Date, also include a letter from the relevant entity detailing the current status of such prequalification, including dates required renewal documentation was or is anticipated to be submitted.

**(b)** **Information About Proposer, Major Participants and Other Subcontractors -** Copies of the completed Form B-1, Form B-2 and Form B-3, in each case in accordance with the requirements of Exhibit B, Section 3.2.2.

**(c)** **Surety Information -** A copy of the information regarding the Surety as provided in accordance with the requirements of Exhibit B, Section 3.2.16.

**(d)** **Guarantor Letter of Support** – Copies of one or more guaranties regarding DB Contractor's obligations under the DBA, as such may be required by ITP Exhibit B, Section 3.2.15. If required, the letter from the Guarantor(s) must confirm unequivocally that it will guarantee all the obligations of DB Contractor with respect to the DBA. Proposers are advised that TxDOT may, in its discretion based upon the review of the information provided, specify that an acceptable Guarantor is required as a condition to eligibility for award.

**(e)** **Material Changes in Financial Condition -** A letter from the chief financial officer or treasurer, providing information on any material changes in financial condition since submission of the QS and those that are pending. Additionally, Proposers shall be required to provide updated information following the Proposal Due Date as long as the dissemination of such information is permitted by law.

The following list identifies certain items that TxDOT would consider a material change in financial condition. This list is intended to be indicative only. At the discretion of TxDOT, any failure to disclose a prior or pending material change may result in disqualification from further participation in the selection process. In instances where a material change has occurred, or is anticipated, the affected entity shall provide a statement describing each material change in detail, the likelihood that the developments will continue during the period of performance of the Project development, and the

projected full extent of the changes likely to be experienced in the periods ahead. Estimates of the impact on revenues, expenses and the change in equity shall be provided separately for each material change as certified by the CFO or treasurer. References to the notes in the financial statements are not sufficient to address the requirement to discuss the impact of material changes. The affected entity shall also provide a discussion of measures that would be undertaken to insulate the Project from any recent material adverse changes, and those currently in progress or reasonably anticipated in the future. If the financial statements indicate that expenses and losses exceed income in the fiscal periods between submission of the QS and the most recent completed periods (even if there has not been a material change), the affected entity shall provide a discussion of measures that will be undertaken to make the entity profitable in the future and an estimate of when the entity will be profitable.

List of Representative Material Changes

1. An event of default or bankruptcy involving the affected entity, a related business unit within the same corporation, or the parent corporation of the affected entity;

2. A downward change in tangible net worth of 10% of shareholder equity;

3. A sale, merger or acquisition exceeding 10% of the value of shareholder equity prior to the sale, merger or acquisition which in any way involves the affected entity, a related business unit, or parent corporation of the affected entity;

4. A downward change in credit rating for the affected entity, a related business unit, or parent corporation of the affected entity;

5. Inability to meet conditions of loan or debt covenants by the affected entity, a related business unit or parent corporation of the affected entity which has required or will require a waiver or modification of agreed financial ratios, coverage factors or other loan stipulations, or additional credit support from shareholders or other third parties;

6. The affected entity, a related business unit in the same corporation, or the parent corporation of the affected entity either: (i) incurred a net operating loss; (ii) sustained charges exceeding 5% of the then shareholder equity due to claims, changes in accounting, write-offs or business restructuring; or (iii) implemented a restructuring/reduction in salaried personnel exceeding 200 positions or involving the disposition of assets exceeding 10% of the then shareholder equity; and

7. Other events known to the affected entity, a related business unit or parent corporation of the affected entity which represents a material

change in financial condition since submission of the QS or may be pending for the next reporting period.

## 2.2 Other Proposers

If the Proposer did not submit such a prequalification letter with its QS, the Financial Proposal shall include the following information for Proposer, all Equity Members and any required Guarantors:

**(a)** **Newly Formed Entity** - If Proposer is a newly formed entity (i.e., the entity has been in existence for one year or less) or does not have independent financial statements, financial statements for the Equity Members and any required Guarantors shall be provided (and Proposer shall expressly state that Proposer is a newly formed entity and does not have independent financial statements).

**(b)** **Information About Proposer, Major Participants and Other Subcontractors -** Copies of the completed Form B-1, Form B-2 and Form B-3, in each case in accordance with the requirements of Exhibit B, Section 3.2.2.

**(c)** **Surety Information -** A copy of the information regarding the Surety as provided in accordance with the requirements of Exhibit B, Section 3.2.16.

**(d)** **Guarantor Letter of Support** – Copies of one or more guaranties regarding DB Contractor's obligations under the DBA, as such may be required by ITP Exhibit B, Section 3.2.15. If required, the letter from the Guarantor(s) must confirm unequivocally that it will guarantee all the obligations of DB Contractor with respect to the DBA. Proposers are advised that TxDOT may, in its discretion based upon the review of the information provided, specify that an acceptable Guarantor is required as a condition to eligibility for award.

**(e)** **Material Changes in Financial Condition -** A letter from the chief financial officer or treasurer, providing information on any material changes in financial condition (as described in Section 2.1(e) above) since submission of the QS and those that are pending. Additionally, Proposers shall be required to provide updated information following the Proposal Due Date as long as the dissemination of such information is permitted by law.

## 2.3 Substantial Completion Date

The Financial Proposal shall include a copy of Form O. The Proposer shall indicate on Form O the number of calendar days between NTP1 and its proposed Substantial Completion Date for the Project.

## 3.0 Price Information

### 3.1 Design-Build Price and Cash Flow Adjustment Table and Maximum Payment Curve

Proposer shall submit a Design-Build Price using Forms M-1 and M-1.1 setting forth the total price for the Work required under the DBA. Proposer shall include Form M-1.2, which shall set forth any ATC Cost Adjustments identified by TxDOT in its ATC approval letters for ATCs that are incorporated into the Proposal. Form M-2 shall set forth the cash flow corresponding to the anticipated draw requests for the Work required under the DBA. The draw requests shall be established by anticipated percentage complete on a monthly basis, and shall be limited to the anticipated cash flow.

### 3.2 Maximum Payment Prior to NTP2

The maximum payment to DB Contractor prior to NTP2 for Work under the DBA shall not exceed $3 million. For purposes of Form M-2, Proposers must assume that NTP2 will be issued not less than 90 days following the issuance of NTP1.

# Exhibit D

## REQUIRED FORMS

(See attached)

# Exhibit E

## SUMMARY AND ORDER OF PROPOSAL CONTENTS

| Proposal Component | Form (if any) | ITP Section Cross-Reference |
|---|---|---|
| **Technical Proposal** | | |
| Proposers shall follow the order of this checklist in their submissions. A copy of this document, incorporating relevant cross-references to Proposer's Technical Proposal, shall be submitted with the Technical Proposal. | | |
| **A. Executive Summary** | | |
| Executive Summary **(Exclude price information)** | No forms are provided | Exhibit B, Section 3.1 |
| **B. Proposer Information, Certifications & Documents** | | |
| Proposal Letter | Form A | Exhibit B, Section 3.2.1 |
| Organizational and Authorization Documents | No forms are provided | Exhibit B, Section 3.2.1 |
| Identification of Proposer and Equity Members | Form B-1 | Exhibit B, Section 3.2.2 |
| Information About Proposer Organization | Form B-2 | Exhibit B, Section 3.2.2 |
| Information About Major Participants, Major Professional Services Firms and Identified Subcontractors | Form B-3 | Exhibit B, Section 3.2.2 |
| Responsible Proposer and Major Participant Questionnaire | Form C | Exhibit B, Section 3.2.3 |
| Key Subcontractors | Form D | Exhibit B, Section 3.2.4 |
| Personnel Work Assignment Form | Form E | Exhibit B, Section 3.2.5 |
| Key Personnel Statements of Availability | No forms are provided | Exhibit B, Section 3.2.5 |
| Safety Manager Qualifications Commitment Statement | No forms are provided | Exhibit B, Section 3.2.5 |

| Proposal Component | Form (if any) | ITP Section Cross-Reference |
|---|---|---|
| Copies of TxDOT Letter(s) Approving Changes in Key Personnel | No forms are provided | Exhibit B, Section 3.2.6 |
| Copies of TxDOT Letter(s) Approving Changes in Proposer's Organization | No forms are provided | Exhibit B, Section 3.2.6 |
| Non-Collusion Affidavit | Form F | Exhibit B, Section 3.2.7 |
| Buy America Certification | Form G | Exhibit B, Section 3.2.8 |
| DBE Certification | Form H | Exhibit B, Section 3.2.9 |
| Child Support Statement for State Grants, Loans and Contracts | Form I | Exhibit B, Section 3.2.10 |
| Conflict of Interest Disclosure Statement | Form J | Exhibit B, Section 3.2.11 |
| Equal Employment Opportunity Certification | Form P | Exhibit B, Section 3.2.12 |
| Certification Regarding Use of Contract Funds for Lobbying | Form Q | Exhibit B, Section 3.2.13 |
| Certification Regarding Ineligible Contractors | Form R | Exhibit B, Section 3.2.14 |
| Guarantor Letter (if required) | Form S. Form B-1 is required for any guarantor. | Exhibit B, Section 3.2.15 |
| Surety Information | No forms are provided. | Exhibit B, Section 3.2.16 |
| Executed Payment for Work Product Agreement (optional) | Exhibit H | ITP Section 6.3; Exhibit H |
| **C. Proposal Security** | | |
| Proposal Bond | Form K | Exhibit B, Section 3.3.2 |
| **D. Project Development Plan** | | |
| Technical Solutions | No forms are provided | Exhibit B, Section 4.1 |
| Project Management Plan | No forms are provided | Exhibit B, Section 4.2 |
| Quality Management Plan | No forms are provided | Exhibit B, Section 4.3 |

| Proposal Component | Form (if any) | ITP Section Cross-Reference |
|---|---|---|
| **E. Substantial Completion Dates** | | |
| Proposal Commitment for Substantial Completion Date | Form O | Exhibit B, Section 4.4 |
| **F. Appendices** | | |
| Key Personnel Resumes and References | No forms are provided | Exhibit B, Section 3.2.5 |
| Technical Drawings, Graphs and Data | No forms are provided | Exhibit B, Section 4.1 |
| Preliminary Project Baseline Schedule for Project | No forms are provided | Exhibit B, Section 4.2.10 |

| Proposal Component | Form (if any) | ITP Section Cross-Reference |
|---|---|---|
| **Financial Proposal** | | |
| Proposers shall follow the order of this checklist in their submissions. A copy of this document, incorporating relevant cross-references to Proposer's Financial Proposal, shall be submitted with the Financial Proposal. | | |
| **A. Updated Financial Information** | | |
| Copy of Identification of Proposer and Equity Members | Form B-1 | Exhibit C, Sections 2.1 and 2.2 |
| Copy of Information About Proposer Organization | Form B-2 | Exhibit C, Sections 2.1 and 2.2 |
| Copy of Information About Major Participants, Major Professional Services Firms and Identified Subcontractors | Form B-3 | Exhibit C, Sections 2.1 and 2.2 |
| Current Prequalification Letter and Status Letter, if applicable | No forms are provided | Exhibit C, Section 2.1 |
| Copy of Surety Information | No forms are provided | Exhibit C, Sections 2.1 and 2.2 |
| Copies of Guarantor Letters (if required) | Form S. Form B-1 is required for the Guarantor. | Exhibit C, Section 2.0 |
| Letter regarding material change in financial condition since submission of the QS and for next reporting period | No forms are provided | Exhibit C, Section 2.0 |
| Proposal Commitment for Substantial Completion Dates | Form O | Exhibit C, Section 2.3 |
| **B. Price Information** | | |
| Design-Build Price | Form M-1 | Exhibit C, Section 3.1 |
| Design-Build Price Breakdown | Form M-1.1 | Exhibit C, Section 3.1 |
| ATC Cost Adjustment | Form M-1.2 | Exhibit C, Section 3.1 |

| Proposal Component | Form (if any) | ITP Section Cross-Reference |
|---|---|---|
| DB Contractor Cash Flow Adjustment Table / Maximum Payment Schedule | Form M-2 | Exhibit C, Section 3.1 |

# Exhibit F

## RIGHT OF ENTRY PROCESS

Proposers must comply with the following steps in order to obtain a right of entry from TxDOT to the SH 71 Right of Way at various locations prior to execution of the DBA.

1. Proposer shall complete the Agreement for Engineering Investigations on State Highway Right of Way and forward a signed original agreement and Appendix B to that agreement, TxDOT Form 1560, Certificate of Insurance, to Frank Holzmann, P.E., with a copy to Carol Luschen, at the following address:

   U.S. Mail: Texas Department of Transportation
   7600 Chevy Chase Drive, Building 2, Suite 400
   Austin, TX 78752

   Courier: Texas Department of Transportation
   7600 Chevy Chase Drive, Building 2, Suite 400
   Austin, TX 78752

2. Appendix A, DBA Site Investigation on Highway Right-of-Way in the Austin District, shall be completed by Proposer for each request for right of entry upon State Highway Right of Way. One Appendix A can cover a request for multiple days of access. Appendix A may be turned in with the signed original Agreement for Engineering Investigations on State Highway Right of Way and Appendix B, or may be turned in subsequent to Proposer's receipt of the fully executed copy of the agreement.

3. In addition to location and general description of investigations to be performed, if the investigations require closure of a lane(s) of traffic for any reason, Proposer shall submit a traffic control plan for TxDOT review and approval with the appropriate Appendix A.

4. Proposer shall submit Appendix A to Carol Luschen at the following address:

   U.S. Mail: Texas Department of Transportation
   7600 Chevy Chase Drive, Building 2, Suite 400
   Austin, TX 78752

   Courier: Texas Department of Transportation
   7600 Chevy Chase Drive, Building 2, Suite 400
   Austin, TX 78752

   Email: carol.luschen@txdot.gov

5. Prior to a Proposer's entry onto State Highway Right of Way, Proposer must receive Approval from the appropriate area office.

6. Proposer may perform investigations in areas only as requested in each Appendix A.

***Note: Appendix A may be e-mailed or submitted in hard copy. Approval of Appendix A shall occur in written format which may include e-mail.

# AGREEMENT FOR
# ENGINEERING INVESTIGATIONS
# ON STATE HIGHWAY RIGHT OF WAY

STATE OF TEXAS )

COUNTY OF TRAVIS )

THIS AGREEMENT made this _____day of _____ by the State of Texas, acting by and through the Texas Department of Transportation, referred to as "TxDOT," party of the first part, and _____, hereinafter referred to as the "Requestor," party of the second part.

## WITNESSETH

WHEREAS, TxDOT owns and operates a system of highways for public use and benefit, including SH 71 in Travis County; and

WHEREAS, the Requestor has requested permission from TxDOT to use SH 71 Right of Way at various locations to be determined based on submittal of Appendix A for each instance of access requested. Appendix A is attached hereto and made a part of this Agreement, for the purpose of asset assessment, engineering studies and site investigations; and

WHEREAS, in accordance with Tex. Adm. Code, § 9.150-9.155, TxDOT seeks to enter into a design-build contract with a private sector partner and desires the private sector partner to have access to the proposed Project limits for performance of due diligence work in preparation of its Proposal; and

WHEREAS, this Agreement is intended to encourage and facilitate access to TxDOT highway facilities and their adjacent Right of Way for the promotion of that goal

while protecting the safety of the traveling public and the integrity of state highway facilities and Right of Way.

## AGREEMENT

1. The Requestor's description of the activities, including the placement of people and equipment on TxDOT highway Right of Way, will be submitted in writing as outlined in Exhibit A and shall be made part of this Agreement upon approval of TxDOT.
2. It is expressly understood that TxDOT does not purport hereby to grant any right, claim, title, or easement in or upon its Right of Way. Furthermore, approval of this Agreement by TxDOT does not constitute approval by any other Texas State agency.
3. The Requestor agrees to accept full responsibility for coordinating and making arrangements with the local law enforcement personnel to provide adequate and safe traffic control during the above referenced activity. If, during the activity, the local law enforcement personnel determine that the above referenced use of the Right of Way is creating a traffic hazard, the Right of Way will be opened to traffic and the activity will be rescheduled to a time agreeable to TxDOT, the Requestor, and the local law enforcement personnel.
4. The Requestor shall provide necessary safeguards to protect the public during the above referenced activity, including adequate insurance for payment of any damages which might result from activities during occupation of the Right of Way, and shall save TxDOT and the State of Texas harmless from damages, to the extent of said insurance coverage and insofar as it can legally do so.

5. The Requestor agrees to indemnify and save harmless TxDOT and the State of Texas and its officers, agents, contractors, and employees from all suits, actions, or claims and from all liability and damages for any and all injuries or damages sustained by any person or property as a consequence of any neglect in the performance of the above referenced activity and any related activity by the Requestor and from any claims or amounts arising or recovered under the "Workers' Compensation Laws"; V.T.C.S., Civil Practice & Remedies Code 101.021, 101.051; or any other laws.

6. The Requestor shall further indemnify TxDOT and the State of Texas and accept responsibility for all damages or injury to property of any character occurring during the prosecution of the activity resulting from any act, omission, neglect or misconduct on the part of the Requestor in the manner or method of executing the activity. The Requestor assumes all costs associated with the inspections, investigations and assessments.

7. TxDOT, having the legal right to occupy TxDOT highway Right of Way, will not be responsible or liable for damages to the Requestor's property or operations. The Requestor's attention is directed to the fact that utility installations owned by others exist in the Right of Way. The Requestor shall save harmless TxDOT and the State of Texas from any and all suits or claims resulting from damage to any utility installation due to the above referenced activity.

8. The Requestor shall restore the Right of Way to its original condition, free of any damage to the roadway and drainage structures, signs, and pavement and, to the extent practicable, restore the natural environment, including landscape

features. The Requestor will avoid or minimize damage outside the Right of Way and will, at its own expense, restore or repair damage outside the Right of Way. The Requestor's performance shall be in compliance with all federal, State and local laws, ordinances, and regulations including:

- the Endangered Species Act of 1973, 16 USC § 1531 et seq. and the regulations there under as amended;
- TxDOT's erosion and sedimentation control standards and TxDOT's Vegetation Management Standards, which may in any way regulate or control the activity;
- all State and federal environmental laws and any conditions required by TxDOT to protect the environment.
- any costs incurred by TxDOT for repairs to highway facilities, for the removal of debris, or for any other necessary restoration work performed by TxDOT as a result of the activity will be billed to the Requestor at cost. The Requestor shall make full and complete payment to TxDOT within thirty (30) days from receipt of TxDOT's written notification.

9. Any action by the Requestor that indicates a commencing of the activity in the Right of Way will signify that the Requestor agrees to abide by the above requirements.

10. Any changes in the time frame, character, or responsibilities of the parties as outlined on the appropriate previously approved Appendix A shall be enacted by a written approval by TxDOT.

11. It is mutually agreed and understood that if the above referenced section of paved Right of Way is to be partially or totally temporarily closed, it will be closed in accordance with a "Traffic Control Plan" provided as part of the appropriate Exhibit A and subject to approval by TxDOT. The Requestor hereby agrees to immediately reopen any partially or totally closed section of Right of Way to emergency vehicles, law enforcement personnel, or others in case of emergency. The traffic control shall be provided by the Requester through cooperation with the appropriate law enforcement personnel at no cost to TxDOT. Each Traffic Control Plan shall be provided by the Requestor, at no cost to TxDOT, and approved by TxDOT, and shall be in accordance with the Texas Manual on Uniform Traffic Control Devices, latest edition. The Requestor hereby agrees to accept full responsibility for the complete planning, design and implementation of each Traffic Control Plan. Each Traffic Control Plan shall include a traffic enforcement plan, including a letter by mail or facsimile from the law enforcement agency that will be providing the traffic control for the event or a contact name and telephone number of the responsible law enforcement agency. Law enforcement will be present at all times during a closure unless stated otherwise in the Traffic Control Plan.

12. The Requestor has provided TxDOT with Appendix B, covering the below listed insurance limits for the duration of the activity. Appendix B is attached hereto and made a part of this Agreement.

    A. Worker's Compensation Insurance Amount – Statutory Endorsed with a Waiver of Subrogation in favor of TxDOT and the State of Texas.

B. Comprehensive General Liability Insurance Amounts -

| | |
|---|---|
| Bodily Injury | $500,000 each occurrence |
| Property Damage | $100,000 each occurrence |

OR

Commercial General Liability Insurance Amount -

$600,000 combined single limit each occurrence and in the aggregate which includes Contractual Coverage; and, endorsed with a Waiver of Subrogation in favor of those parties named in paragraph A above, and endorsed with TxDOT and the State of Texas as an additional insured.

C. Comprehensive Automobile Liability Amounts -

| | |
|---|---|
| Bodily Injury | $250,000 each person |
| | $500,000 each occurrence |
| Property Damage | $100,000 each occurrence |

Endorsed with a Waiver of Subrogation in favor of those parties named in paragraph A above, and endorsed with TxDOT and the State of Texas as an additional insured.

13. This Agreement shall terminate upon execution of a Design-Build Agreement, unless terminated by:

- Mutual agreement and written consent of both parties,
- TxDOT upon written notice to the Requestor as consequence of the Requestor's failure to perform the responsibilities set forth herein (TxDOT may grant allowances for circumstances beyond the control of the Requestor),

- TxDOT for reasons of its own and not subject to mutual consent of the Requestor upon not less than 15 days written notice to the Requestor, or
- By satisfactory completion of the Requestor's temporary use of the highway Right of Way.

The termination of this agreement and payment of any amount in settlement as prescribed herein shall extinguish all rights, duties, and obligations of TxDOT and the Requestor. Upon termination of this Agreement, the Requestor shall vacate the highway Right of Way and restore it to the original condition in a manner described herein within two days from the termination date of this Agreement.

14. Should disputes arise between the parties regarding the obligations and responsibilities established herein, TxDOT's decision shall be final and binding.

15. In case one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

16. This Agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings and/or written or oral agreements between TxDOT and the Requestor respecting the within subject matter.

17. The undersigned for the Requestor represents and warrants that he or she is an officer of the Requestor for which he or she has executed this Agreement and

that he or she has the full and complete authority to enter into this Agreement on behalf of the Requestor.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed on the dates shown below stated.

**REQUESTOR NAME**:

_____

By: _____
(Signature)

Name:_____
(Typed)

_____
(Title)

Date:_____

Address:_____
_____
_____
_____

Phone: _____

**THE STATE OF TEXAS**

Executed by and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs hereto fore approved and authorized by the Texas Transportation Commission

By: _____
District Engineer

Austin District

Date:_____

## LIST OF ATTACHED APPENDICES

| Appendix | Description |
|---|---|
| A | DBA Site Investigation on Highway Right of Way in the Austin District |
| B | TxDOT Form 1560, Certificate of Insurance |

# Appendix A

## DBA SITE INVESTIGATION ON HIGHWAY RIGHT OF WAY IN THE AUSTIN DISTRICT

_____ is giving written notice of proposed Work to take place within the right of way of SH 71 in Travis County, TX as follows:

(Give general written description of location and work to take place- Do not write "See Attached")

The Work listed above **is not to include** the following: The destructive testing of any in place pavement or structure, or other work that may be considered harmful to assets already in place. This Work is limited to Site investigations and Engineering Studies for the purposes of preparing a Proposal for the SH 71 Express Toll Lane Design-Build Agreement. This may include reviewing in place Work along the Project Right of Way, gathering pavement condition score information, subsurface soils investigations and other investigations as required in preparation of a Proposal in response to the TxDOT issued RFP.

At no time shall any Work activity that involves digging take place any closer than three feet from the edge of pavement or back of curb.

The Requestor will use best management practices to minimize erosion and sedimentation resulting from the proposed Work, and will revegetate the Work area as indicated under "Revegetation Special Provisions."

The Requestor will ensure that traffic control measures complying with applicable portions of the *Texas Manual of Uniform Traffic Control Devices* will be installed and maintained for the duration of this Work. (Approval of traffic control plans is required by area/maintenance office.)

Refer to attached location map and drawing for a more specific location and a description of the Work activity. The undersigned agrees to comply with the terms and conditions set forth in this notice.

The proposed Work will begin on the _____ day of _____ , 20 ____ .

Requestor Party_____

By (Print) _____

Signature _____

Address _____

_____

Phone _____

Texas Department of Transportation

_____

Area Engineer or Maintenance Supervisor

Signature: _____

_____

Date

**COPY OF THIS DOCUMENT MUST BE KEPT ON JOBSITE**
**If Approved via e-mail, retain printed copy of e-mail approval on jobsite as well.**

# Texas Department of Transportation (TxDOT)
# CERTIFICATE OF INSURANCE

Prior to the beginning of work, the Contractor shall obtain the minimum insurance and endorsements specified. Only the TxDOT certificate of insurance form is acceptable as proof of insurance for department contracts. Agents should complete the form providing all requested information then either fax or mail this form directly to the address listed on the back of this form. Copies of endorsements listed below are not required as attachments to this certificate.

Insured: _____

Street/Mailing Address: _____

City/State/Zip: _____

Phone Number: Area Code (  ) _____

**WORKERS' COMPENSATION INSURANCE COVERAGE:**

Endorsed with a Waiver of Subrogation in favor of TxDOT.

| **Carrier Name:** | | | **Carrier Phone #:** | |
|---|---|---|---|---|
| **Address:** | | | **City, State, Zip:** | |
| **Type of Insurance** | **Policy Number** | **Effective Date** | **Expiration Date** | **Limits of Liability:** |
| Workers' Compensation | | | | Not Less Than: Statutory – Texas |

**COMPREHENSIVE GENERAL LIABILITY INSURANCE:**

Endorsed with TxDOT as Additional Insured and with a Waiver of Subrogation in favor of TxDOT.

| **Carrier Name:** | | | **Carrier Phone #:** | |
|---|---|---|---|---|
| **Address:** | | | **City, State, Zip:** | |
| **Type of Insurance:** | **Policy Number:** | **Effective Date:** | **Expiration Date:** | **Limits of Liability:** |
| Comprehensive General Liability Insurance<br>Bodily Injury<br>Property Damage<br>*OR*<br>Commercial General Liability Insurance | | | | Not Less Than:<br>$ 500,000 each occurrence<br>$ 100,000 each occurrence<br>$ 100,000 for aggregate<br>***OR***<br>$ 600,000 combined single limit |

**COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE:**

Endorsed with TxDOT as Additional Insured and with a Waiver of Subrogation in favor of TxDOT.

| **Carrier Name:** | | | **Carrier Phone #:** | |
|---|---|---|---|---|
| **Address:** | | | **City, State, Zip:** | |
| **Type of Insurance:** | **Policy Number:** | **Effective Date:** | **Expiration Date:** | **Limits of Liability:** |
| Comprehensive Automobile Liability Insurance *OR* Texas Business Automobile Policy<br>Bodily Injury<br>Property Damage | | | | Not Less Than:<br>$ 250,000 each person<br>$ 500,000 each occurrence<br>$ 100,000 each occurrence |

**UMBRELLA POLICY (if applicable):**

| **Carrier Name:** | | | **Carrier Phone #:** | |
|---|---|---|---|---|
| **Address:** | | | **City, State, Zip:** | |
| **Type of Insurance:** | **Policy Number:** | **Effective Date:** | **Expiration Date:** | **Limits of Liability:** |
| Umbrella Policy | | | | |

**Agency Name** **Address** **City, State Zip Code**

_____

Area Code (  ) _____ _____ _____

**Authorized Agent's Phone Number** **Authorized Agent Original Signature** **Date**

This Certificate of Insurance neither affirmatively nor negatively amends, extends, or alters the coverage afforded by the above insurance policies issued by the named insurance company. Cancellation of the insurance policies shall not be made until THIRTY DAYS AFTER the agent or the insurance company has sent written notice by certified mail to the contractor and the Texas Department of Transportation.

THIS IS TO CERTIFY to the Texas Department of Transportation acting on behalf of the State of Texas that the insurance policies named meet all the requirements stipulated and such policies are in full force and effect. *If this form is sent by facsimile machine (fax), the sender adopts the document received by TxDOT as a duplicate original and adopts the signature produced by the receiving fax machine as the sender's original signature.*

The Texas Department of Transportation maintains the information collected through this form. With few exceptions, you are entitled on request to be informed about the information that we collect about you. Under §§552.021 and 552.023 of the Texas Government Code, you also are entitled to receive and review the information. Under §559.004 of the Government Code, you are also entitled to have us correct information about you that is incorrect.

## Texas Department of Transportation

**NOTES TO AGENTS:**

Agents must provide all requested information then either fax or mail this form directly to the address listed below.

Pre-printed limits are the minimum required, if higher limits are provided by the policy, enter the higher limit amount and strike-through or cross-out the pre-printed limit.

**To avoid work suspension**, an updated insurance form must reach the address listed below **one business day prior** to the expiration date. **Insurance must be in force in order to perform any work.**

**Binder numbers are not acceptable for policy numbers.**

The certificate of insurance, once on file with the department, is adequate for subsequent department contracts provided adequate coverage is still in effect. Do not refer to specific projects/contracts on this form.

The TxDOT certificate of insurance form is the only acceptable proof of insurance for department contracts.

List the contractor's legal company name, including the DBA (doing business as) name as the insured or list both the contractor and staff leasing service as insured when a staff leasing service is providing insurance.

Over-stamping and/or over-typing entries on the certificate of insurance are not acceptable if such entries change the provisions of the certificate in any manner.

This form may be reproduced.

**The SIGNATURE** of the agent is required. Stamped/typed/printed signatures are not acceptable.

**CERTIFICATE OF INSURANCE REQUIREMENTS:**

**WORKERS' COMPENSATION INSURANCE**:

The contractor is required to have Workers' Compensation Insurance if the contractor has any employees including relatives.

The word STATUTORY, under limits of liability, means that the insurer would pay benefits allowed under the Texas Workers' Compensation Law.

GROUP HEALTH or ACCIDENT INSURANCE is not an acceptable substitute for Workers' Compensation.

**COMPREHENSIVE GENERAL LIABILITY INSURANCE** or **COMMERCIAL GENERAL LIABILITY INSURANCE**:

If coverages are specified separately, they must be at least these amounts:

| | |
|---|---|
| Bodily Injury | $500,000 each occurrence |
| Property Damage | $100,000 each occurrence |
| | $100,000 for aggregate |

MANUFACTURERS' or CONTRACTOR LIABILITY INSURANCE is not an acceptable substitute for Comprehensive General Liability Insurance or Commercial General Liability Insurance.

**COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE** or **TEXAS BUSINESS AUTOMOBILE POLICY**:

The coverage amount for a Texas Business Automobile Policy or Comprehensive Automobile Liability may be shown as a minimum of $600,000 Combined Single Limit by a typed or printed entry and deletion of the specific amounts listed for Bodily Injury and Property Damage.

BASIC AUTOMOBILE LIABILITY INSURANCE is not an acceptable substitute for Comprehensive Automobile Liability Insurance or Texas Business Automobile Policy.

**MAIL ALL CERTIFICATES TO :**

Texas Department of Transportation
CST – Contract Processing Unit (RA/200 – 1st Fl.)
125 E. 11th Street
Austin TX 78701-2483
512/416-2429 (V), 512/416-2536 (F)

# Exhibit G

## MINUTE ORDER

TEXAS TRANSPORTATION COMMISSION

(See attached)

## Exhibit H

## FORM OF PAYMENT FOR WORK PRODUCT AGREEMENT

## PAYMENT FOR WORK PRODUCT AGREEMENT
## (SH 71 Toll Lanes Project)

THIS PAYMENT FOR WORK PRODUCT AGREEMENT is made and entered into as of this _____ day of 2014, by and between the Texas Department of Transportation ("TxDOT") and _____, a _____ duly authorized to conduct business in the State of Texas ("Proposer"), with reference to the following facts:

A. Proposer is one of the shortlisted proposers eligible to submit Proposals for the SH 71 Toll Lanes Project (the "Project"), and [wishes to submit] [has submitted] a Proposal in response to the Request for Proposals for the Project issued by TxDOT on March 5, 2014, as amended (the "RFP"). Initially capitalized terms not otherwise defined herein shall have the meanings set forth in the RFP.

B. The RFP requires each shortlisted proposer who elects to receive a stipend to execute and deliver a Payment for Work Product Agreement to TxDOT with the Technical Proposal by the date specified in the RFP, as a condition to the proposer's eligibility to receive a payment for work product in accordance with Section 6.3 of the Instructions to Proposers ("ITP").

NOW, THEREFORE, the Proposer hereby agrees as follows:

SECTION 1.0 SERVICES AND PERFORMANCE

(a) The Proposer [shall prepare] [has prepared] a responsive Proposal in response to the RFP. A "responsive" Proposal means a Proposal submitted by a shortlisted proposer which conforms in all material respects to the requirements of the RFP, as determined by TxDOT, in its sole discretion, and is timely received by TxDOT.

(b) Subject to the provisions of the RFP regarding ownership of EPDs, all work performed by Proposer and its team members pursuant to this Payment for Work Product Agreement and in connection with the Proposal shall be considered work for hire, and the products of such work shall become the property of TxDOT without restriction or limitation on their use. Neither Proposer nor any of its team members shall copyright any of the material developed under this Payment for Work Product Agreement.

## SECTION 2.0 TERM

Unless otherwise provided herein, the provisions of this Payment for Work Product Agreement shall remain in full force and effect until the earlier to occur of (a) eighteen (18) months from the date of the execution of this Agreement or (b) the date payment is delivered hereunder. The work product is due no later than the Proposal Due Date.

## SECTION 3.0 COMPENSATION AND PAYMENT

(a) If, following receipt of Proposals as requested by the RFP, the Design-Build Agreement is awarded by TxDOT to a proposer other than Proposer or the procurement is cancelled, then, subject to the terms of Section 6.3 of the ITP and this Payment for Work Product Agreement (including, without limitation, Proposer's full compliance therewith), TxDOT agrees to pay Proposer for the herein described services a lump sum in an amount equal to the lesser of (i) 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 and (ii) 0.25% of the successful proposer's Design-Build Price; provided, however, that in the event the procurement is terminated before execution of the DBA, TxDOT shall pay Proposers a partial lump sum in the amount of $125,000. Proposer will not be compensated if the Proposal, including, without limitation, the Financial Proposal, is determined by TxDOT to be non-responsive, and/or fails to achieve a passing score on any of the pass/fail criteria in Section 5.3 of the ITP, or if TxDOT withdraws the RFP prior to the due date for Proposals.

(b) In no event shall any proposer that is selected for award but fails to satisfy the award conditions set forth in Section 6.1 of the ITP be entitled to receive compensation hereunder, including, without limitation, payments under Section 3(a). In addition, if TxDOT awards the Design-Build Agreement to Proposer, Proposer will not be entitled to compensation hereunder, including, without limitation, payments under Section 3(a).

(c) Payment will be made within 30 days after receipt of a proper invoice submitted to TxDOT under this Section 3(c). The invoice may be submitted no earlier than 45 days after notice of final award, including execution of the DBA, is posted on the Project 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.

(d) This Payment for Work Product Agreement involves the submission of a Proposal by Proposer that must be received by the due date(s) set forth in the RFP and determined responsive by TxDOT as a condition of Proposer's eligibility for the payment set forth in Section 3(a).

## SECTION 4.0 INDEMNITIES AND SURETYSHIP

(a) INDEMNITY. Proposer agrees that it will indemnify, defend, and hold harmless TxDOT and all of TxDOT's commission members, officers, agents, representatives, and employees from any claim, loss, damage, cost, judgment, fee, penalty, charge, or expenses (including attorneys' fees and costs) arising out of any acts, actions, neglect, omissions, fault, willful misconduct, violation of law or breach by Proposer, its agents, employees, or Subcontractors during the performance of this Payment for Work Product Agreement, whether direct or indirect, and whether to any person or property to which TxDOT or said parties may be subject, except that neither Proposer nor any of its Subcontractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of TxDOT or any of its commission members, officers, agents, or employees.

(b) Proposer's obligation to indemnify, defend, and pay for the defense or, at TxDOT's option, to participate and associate with TxDOT in defense of any claim and any related settlement negotiations, shall be triggered by TxDOT's notice of claim for indemnification to Proposer. Only a final and unappealable adjudication or judgment specifically finding TxDOT solely negligent shall excuse performance of this provision. Proposer shall pay all costs and fees related to this obligation and its enforcement by TxDOT. TxDOT's failure to notify Proposer of a claim shall not release Proposer of the above duty to defend.

## SECTION 5.0 COMPLIANCE WITH LAWS

(a) Proposer acknowledges that all written correspondence, exhibits, photographs, reports, printed material, tapes, electronic disks, and other graphic and visual aids submitted to TxDOT during this procurement process, excluding only the EPDs, are, upon their receipt by TxDOT, the property of TxDOT and are subject to the Public Information Act.

(b) Proposer shall comply with all federal, state, and local laws; ordinances; rules; and regulations applicable to the work or payment therefor, and shall not discriminate on the grounds of race, color, religion, sex, national origin, age, or disability in the performance of work under this Payment for Work Product Agreement.

(c) Proposer covenants and agrees that it and its employees shall be bound by the standards of conduct provided in applicable laws, ordinances, rules, and regulations as they relate to work performed under this Payment for Work Product Agreement. Proposer agrees to incorporate the provisions of this paragraph in any subcontract into which it might enter with reference to the work performed pursuant to this Payment for Work Product Agreement.

## SECTION 6.0 EARLY TERMINATION

This Payment for Work Product Agreement may be terminated by TxDOT, in its sole discretion, in whole or in part, at any time. No payment will be owing by TxDOT in the event of any such termination, except as provided in Section 3(a), above.

## SECTION 7.0 ASSIGNMENT

Proposer shall not assign, transfer, pledge, sell, or otherwise convey this Payment for Work Product Agreement without TxDOT's prior written consent, in its sole discretion. Any assignment of this Payment for Work Product Agreement without such consent shall be null and void and may, in TxDOT's sole discretion, disqualify Proposer from further consideration for the procurement and Project.

## SECTION 8.0 MISCELLANEOUS

(a) Proposer and TxDOT agree that Proposer, its equity owners, team members, and their respective employees are not agents or representatives of TxDOT as a result of this Payment for Work Product Agreement.

(b) All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

(c) This Payment for Work Product Agreement, together with the RFP, embodies the entire agreement of the parties with respect to the subject matter hereof. There are no promises, terms, conditions, or obligations other than those contained herein or in the RFP, and this Payment for Work Product Agreement shall supersede all previous communications, representation, or agreements, either verbal or written, between the parties hereto.

(d) It is understood and agreed by the parties hereto that if any part, term, or provision of this Payment for Work Product Agreement is by the courts held to be illegal or in conflict with any law of the State of Texas, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Payment for Work Product Agreement did not contain the particular part, term, or provisions to be invalid.

(e) This Payment for Work Product Agreement shall be governed by and construed in accordance with the laws of the State of Texas. The venue for any proceeding relating to this Payment for Work Product Agreement shall be the courts in Travis County, Texas.

(f) This instrument may be executed in one or more counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, this Payment for Work Product Agreement has been executed and delivered as of the day and year first above written.

TEXAS DEPARTMENT OF TRANSPORTATION

By: _____
Name: _____
Title: _____

_____[insert Proposer's name]

By: _____
Name: _____
Title: _____

**Exhibit I**

**FORM OF ATC PROPOSAL**

**ATC Proposal No. _____**

**[Proposer's Name]** **SH 71 Toll Lanes Project**

***Part A*: Sequentially number your proposed Alternative Technical Concept (ATC). Multi-part or multi-option ATCs must be submitted as separate individual ATCs with unique sequential numbers. Provide the required number of copies of your ATC Proposal as stated in the RFP. Complete Part A and attach to the front cover of your ATC Proposal which should provide the more detailed information as requested in Part B of this Form L.**

**1. Please provide a brief written description of the proposed ATC.**

**2. Proposer is requesting a change corresponding with Proposer's Work Package affecting the following technical requirements of the Request for Proposals *(check all that apply)*:**

- ☐ Interim Schematic ☐Ultimate Schematic ☐Pavement Design
- ☐ Technical Provision #_____
- ☐ Design Standard _____
- ☐ Standard Specification_____

**3. Potential ☐ Development Price and/or ☐Maintenance Price savings:**

- ☐ None
- ☐ Less than $50,000
- ☐ $50,000 to $100,000
- ☐ $100,000 to $500,000
- ☐ $500,000 to $1,000,000
- ☐ $1,000,000 to $3,000,000
- ☐ $3,000,000 to $5,000,000
- ☐ More than $5,000,000

**4. Potential price savings are due to (*check all that apply*):**

- ☐ Design modification(s)
- ☐ Reduction of overall quantities
- ☐ Materials fabrication/sourcing
- ☐ Improved constructability
- ☐ Construction sequencing
- ☐ Reduced construction time
- ☐ Other *(Describe):*

_____

**5. Potential time savings:**

- ☐ None
- ☐ 1 to 10 days
- ☐ 11 to 30 days
- ☐ 31 to 60 days
- ☐ 61 to 100 days
- ☐ More than 100 days

**7. How will this ATC be applied to the Project?**

- ☐ Location Specific
- ☐ Project Wide

**9. Does the ATC require additional right-of-way?**

☐ No ☐Yes

**6. Potential time savings are due to *(check all that apply):***

- ☐ Design modification(s)
- ☐ Reduction of overall quantities
- ☐ Materials fabrication/sourcing
- ☐ Improved constructability
- ☐ Construction sequencing
- ☐ Other (*Describe*): _____

**8. Are there any additional risks to TxDOT or third parties associated with implementing the ATC?**

☐ No ☐Yes

**10. Are there any future or delayed costs to TxDOT or third-parties with the implementation of this ATC?**

- ☐ No
- ☐ Yes. *Provide an estimate.*
  $_____

**<u>Part B</u>: Provide the information requested below as part of your ATC analysis and attach to Part A of this Form L. Include conceptual drawings of the configuration and <u>a traffic operational analysis, if appropriate.</u> Proposer's analysis must use the numbering below and address the following:**

1. **Purpose**. Describe the proposed ATC in detail, including its purpose; and where and how it would be used on the Project.
2. **Required Deviation(s).** Specify which requirements of the RFP are inconsistent with the proposed ATC? Explain the nature of the inconsistencies, and why a deviation from the RFP provision(s) is required and should be granted? **Explain how the ATC is equal or better in quality and performance than the Development Agreement, CMA or COMA Documents, as applicable.**
3. **Overall Analysis.** Provide an analysis of the proposed ATC. How would this ATC change the operation and maintenance of the Project? Include the table below, mark the box as appropriate and include a quantitative discussion of potential changes to the following items:

**Assessment of Potential Changes Related to Proposed ATC**

| | | |
|---|---|---|
| Roadway requirements (including ease of operations) | ☐ No change | ☐ Change |
| Environmental and Other Permitting | ☐ No change | ☐ Change |
| Community Impacts | ☐ No change | ☐ Change |
| Vehicular Traffic and Safety | ☐ No change | ☐ Change |
| Life-cycle of item/project | ☐ No change | ☐ Change |
| Routine maintenance | ☐ No change | ☐ Change |
| Capital maintenance | ☐ No change | ☐ Change |

4. **Cost Differences.** Provide a detailed statement of the cost differences associated with the ATC implementation. Include an itemized list of impacted bid items and quantities supporting the cost differences for the ATC. Delineate the cost to TxDOT, the Developer and third parties, if any.
5. **Schedule Impact**. Discuss the impact on the Project completion time including design, construction, right of way, utility relocation, Access Justification Report and/or permitting issues. Describe proposed methods and commitments to minimize or eliminate any related impacts.

6. **Utilities.** Discuss the utility (public and private) impacts, if any, and potential added costs.
7. **Inspections.** Describe and discuss any additional testing and construction inspection requirements.
8. **Risks**. Describe and discuss any added risks to TxDOT and other parties associated with implementing the ATC.
9. **Right-of-way.** Describe any additional right-of-way (temporary or permanent) required and discuss intended acquisition method and schedule. *(Proposers shall (i) be solely responsible for the acquisition of any such right of way and necessary Environmental Approvals, including related costs; (ii) not be entitled to any Change Order for time or money as a result of related Site conditions (i.e., Hazardous Materials, Differing Site Conditions, geotechnical issues, Utilities, etc.); and (iii) not be entitled to any Change Order for time or money as a result of any delays, inabilities or costs associated with the proposed right of way acquisition.)*
10. **Other benefits**. Besides any potential cost and time savings, what other benefits does this ATC provide? Describe and substantiate how the ATC is or will prove to be equal to or better in quality and performance should it be accepted.
11. **Previous Application(s). If previously used,** please provide, in a format as shown below, a detailed description of any previous use of the proposed ATC or similar technical concept and the degree of success or failure of such usage. Include relevant site conditions, basis for and results of its use, schedule and cost impacts, if any, and relative conditions contributing to the success or challenges/limitations of its implementation. Also provide the project name and contact information (name, title, phone number and email) for project owners that can confirm ATC implementation.

| | | |
|---|---|---|
| **Project Name:** | | **ATC Implementation Year:** |
| **Project Owner:** | | **Location:** |
| **Contact Name and Title:** | **Phone:** | **E-mail Address:** |

**Description:**