

NEBRASKA DEPARTMENT OF TRANSPORTATION

**CONSTRUCTION MANAGER / GENERAL CONTRACTOR
(CM/GC)**

REQUEST FOR PROPOSALS

FOR THE

SADDLE CREEK ROAD BRIDGE PROJECT



INSTRUCTIONS TO PROPOSERS

Project Number: NH-6-7(187)

Control Number: 22761

Issued:

June 27, 2025 – DRAFT

August 6, 2025 – FINAL

2 PROCUREMENT PROCESS

2.1 Procurement Method

The Contractor is being procured using a single step RFP process with interview consistent with the CM/GC contract procurement requirements in CFR 635.504, Nebraska Revised Statute 39-2817 through 39-2819, and the Guidelines for Alternative Project Delivery, dated February 16, 2024:

<https://dot.nebraska.gov/media/pbmd4eiv/ndot-final-alternative-delivery-guidelines-2024-signed.pdf>

2.2 Authorized Representatives

NDOT has designated the following individual to be its authorized representative for the procurement (**Authorized Representative**) who will provide all official Project communications:

Kyle Keller
Project Development Engineer
1500 Nebraska Parkway, Lincoln, NE 68502
402-479-4798
kyle.keller@nebraska.gov

2.3 Procurement Schedule

The following represents the current anticipated schedule for the procurement.

Procurement Schedule

Activity	Anticipated Date
Issue Draft RFP	June 27, 2025
Deadline to Submit Questions on Draft RFP	July 9, 2025 (12:00 p.m. CT)
Issue Responses to Questions on Draft RFP	July 17, 2025
RSVP for Pre-Proposal Meeting	July 21, 2025 (12:00 p.m. CT)
Pre-Proposal Meeting (optional attendance)	July 29, 2025 (10:00 a.m. CT)
Issue Final RFP	August 6, 2025
Letters of Interest Due	August 12, 2025 (12:00 p.m. CT)
Deadline to Submit Questions on Final RFP	August 12, 2025 (12:00 p.m. CT)
Issue Responses to Questions and Addendum 1 (if required)	August 19, 2025
Proposal Due Date	September 5, 2025 (12:00 p.m. CT)
Proposer Interviews	October 1-27 -8, 2025
Highest Ranked Proposer Announced	October 10, 2025

3 PROPOSAL SUBMITTAL REQUIREMENTS

3.1 General Submittal and Format Requirements

NDOT must receive Proposal submittals no later than the time and day specified in Section 2.3 (Procurement Schedule). Late submittals will not be considered.

NDOT has established a SharePoint site for the purpose of receiving Proposals and will provide access instructions in separate communication.

The Proposer shall submit only PDF files of the Proposal. The PDF files shall be searchable and include bookmarks aligned with the organization described in Section 3.2 to facilitate navigation of the document.

All pages of the Proposal (with the exception of the organization chart described in Section 3.2.1 (General Organization and Approach) shall be 8.5-inch by 11-inch, with a margin of no less than one inch provided on all pages (excluding header/footer text). Margins on forms provided by NDOT shall not be modified. Font shall be Arial. Minimum font size shall be 11-point; however, 10-point text is permissible on charts, graphs, and tables. Use of section dividers and a cover is allowed and dividers, a table of contents, and cover will not count against the total page count.

The Proposer acknowledges that uploaded Proposals cannot be modified; however, prior to the date and time specified in Section 2.3, revised versions of the Proposal may be uploaded to SharePoint. Revised versions, if required, shall be clearly identifiable as resubmissions, and Proposers shall notify the Authorized Representative, via email, of the appropriate version to use.

NDOT will not accept any unsolicited addenda, revisions, or alterations to any Proposal after the Proposal Due Date. Proposer may withdraw its Proposal at any time prior to execution of the Contract by providing written notice to the Authorized Representative.

3.2 Contents of Proposal

The contents of the Proposal shall consist of two parts and organized into the order set forth in this Section 3.2 and Section 3.3.

Part 1 shall consist of responses to the requirements in Section 3.2 and **Part 2** shall consist of the required forms listed in Section 3.3. **Part 1 shall not exceed 15 pages. Part 2 is not included in the page count.**

The Proposer shall provide one electronic copy of the Proposal to NDOT by uploading to the SharePoint site that has been established for receipt of Proposals.

The parts of the Proposal shall be named using the following naming convention:

- Form G-1 (*Key Personnel Résumé Instructions*), as further described in Section 3.3.3 (Key Personnel Experience)
- ~~Form H (*Proposer Questions*)~~
- Form I (*Affidavit of Authorizations and Representations*)

All required attachments relevant to each form.

3.3.1 Surety Letter

The Proposer shall include in Part 2 of the Proposal a letter from a Surety or insurance company in the form of Form D (Surety Letter). The surety letter shall indicate that the Surety has reviewed the Proposer's and relevant entities' financial statements, works in progress, and other applicable information, and is of the opinion that the Proposer could obtain a Contract Bond in an amount of **\$10 million**.

If the Contractor is to be a joint venture, partnership, limited liability company, or other association, then a separate Form D shall be submitted for each member or partner with respect to which the Surety is certifying to the entity's bonding capacity.

The surety letter shall indicate that, based on the information reviewed, the Surety has reasonable assurance that the Proposer understands the bonding requirements of CM/GC delivery. Furthermore, the Surety shall expressly agree and acknowledge that if the Proposer is selected as the Highest Ranked Proposer, the Surety shall perform further diligence about whether they can offer the payment and performance bonds required to be provided by the Contractor under the Contract. Letters indicating "unlimited" bonding capability are not acceptable.

The Contract Bond, which guarantees payment and performance for all Construction Services in accordance with Section 6 of the Construction Services Amendment (Payment and Performance Security), shall be in place for the Highest Ranked Proposer at the time the Construction Services Amendment GMP is executed.

3.3.2 Major Participants

The Proposer shall provide a list of Major Participants in the form of Form B (Major Participants). Major Participants include the Lead Contractor firm, Key Personnel firms, and the firms of any other contractors named in the Proposal. All Major Participants identified on Form B shall be subject to the requirements of the Contract, including being subject to Open Book Basis pricing requirements. Pursuant to the Contract, engagement and selection of subcontractors after execution of the Contract is subject to competitive selection and NDOT approval.

3.3.3 Key Personnel Experience

The Proposer shall provide the information for each Key Personnel requested on Form G and include a résumé for each Key Personnel using the instructions in Form G-1. It is the responsibility of the Proposer to verify the accuracy of the contact information provided

request will include a timeframe within which the Proposer shall respond. If a response in the time allotted is not possible, the Proposer shall immediately request additional time and include a reason why the timeframe is inadequate and propose an alternative deadline. Failure to communicate may result in exclusion from further consideration.

4.5 Interview Evaluation

4.5.1 General Requirements

As part of the evaluation and scoring process, NDOT will conduct a mandatory interview with each of the Proposers that submit a Proposal. Failure of a Proposer to appear at the interview is considered non-responsive, and the Proposer will be eliminated from any further consideration.

The Proposer's Key Personnel shall attend and participate in the interview. Attendance at the interview is limited to six individuals.

The purpose of the interview is to provide an opportunity for the Proposer to demonstrate the Proposer's willingness and ability to partner with NDOT to successfully deliver NDOT's first CM/GC projects and effectively demonstrate and communicate why NDOT should select the Proposer as the Contractor for the Project.

NDOT plans to arrange the specific interview times and location, notifying the Proposer in advance of its time to interview. NDOT will schedule interview times on a random basis based on the number of Proposals received.

The interviews are anticipated to be held in-person at NDOT's Headquarters in Lincoln, Nebraska. The interview will last 55 minutes and will consist of a 30-minute presentation from the Proposer followed by a 25-minute question and answer period. All Proposers will be asked the same questions. Questions will be asked either to specific Key Personnel or to the team as a whole.

4.5.2 Presentation Contents

The Proposer shall develop a presentation describing the overall construction management approach for the Project including:

- How the management approach will be tailored to achieve the Project goals listed in Section 1.4.
- ~~The Proposer's approach to managing the construction phasing of the bridge work.~~
- Discuss challenges the team may encounter during construction and potential solutions to those challenges. Include a description of your team's approach to address the identified challenges during the preconstruction phase.
- How the Proposer intends to structure its team to promote partnering and collaboration with NDOT and its subcontractors to deliver the Project on time, within budget, and to the highest quality standards.