

report date	February 5, 2020	conference date	February 5, 2020
location	IDOT Yard Grayslake		
project name	Construct Salt Storage Building IDOT Yard Grayslake; CDB #630-012-004		
subject	Phase 1 Presubmittal Meeting		
report by	M. McAtee – MoDE Architects		
participants	Brent Lance, CDB; Dan Bielski, CDB; Kevin Schlenger, IDOT; James Stumpner, IDOT; Pete Jerszynski, IDOT;		
distribution	Participants;		

SUMMARY:

Phase 1 presubmittal meeting was held at project site in the Grayslake employee breakroom. The following constitutes MoDE Architects' understanding of the items discussed and conclusions reached during this meeting.

- | No. | DESCRIPTION |
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| 1 | <u>Introduction</u> |
| 1.1 | Introduction of meeting participants for CDB, IDOT, A/E team. |
| 1.2 | Meeting Minutes to be provided by A/E team, posted by CDB |
| 2 | <u>Scope of work</u> |
| 2.1 | Scope of work include the construction of a new 10,000 ton capacity salt storage super structure on the Grayslake Yard. |
| 2.2 | Submitting teams shall review drawings for clearance requirements and specification section 13 12 10 Frame Supported Membrane Structures for materials. Submitter shall not assume standard off shelf profiles will be acceptable. |
| 2.3 | Submitters shall review spec section 02 61 13 Excavation and Handling of Contaminated Materials for type and extent of soil remediation. Environmental Consultants will be necessary as a portion of this project. |
| 3 | <u>Submission Requirements</u> |
| 3.1 | Phase I schedule - Submittals due March 4, 2020 at 2pm |
| 3.2 | Last day to submit questions February 25, 2020 by 5pm. Submit all questions to CDB630-012-004@illinois.gov |
| 3.3 | Project shall have 2 Phase selection process, with Phase II teams shortlisted based on Phase I qualifications. Presentation will be a portion of Phase II proposal. |
| 3.4 | Submitting teams must provide all Documentation. Section consists of General Documentation for team and disclosures, Section 2 consists of Past Performance and Design Build Entity Qualification Statement (DBQ), Section 3 Technical Capability, Section 4 Financial Capability |
| 3.5 | Section 1 Provide A/E team information on DB-PTF form, Phase II selection will be dependent on providing full design build team. Board of Elections Certificates and Financial Disclosures and Conflicts must be provided for <u>ALL</u> team members or submittal will be disqualified. |

No. DESCRIPTION

- 3.6 Section 2 Design Build Entity Qualification Statement (DBQ) shall include a personnel matrix indicating qualification and roles and past performance. A minimum of 3 projects for the offeror and a minimum of 2 projects for the Design team, with a minimum of 5 distinct contracts (maximum of 7). Failure to submit minimum will disqualify submittal.
- 3.7 Section 3 – Provide maximum 5 page technical narrative – only first 5 pages will be reviewed if more than 5 submitted. Provide process for resolving field issues internally within team, CDB will not arbitrate. Provide max 5 pages for team experience, projects no more than 10 years old, with detailed requirements listed page 11 of the RFP. Other Capabilities 2 page max; describe scheduling but do not provide sample schedule.
- 3.8 Evaluation criteria – asterisks indicate state required criteria.

4 Reference Questionnaire Package

- 4.1 References must be transmitted directly to CDB and not to the project team. A minimum of 5 (max 7) required.
Project team should coordinate with references to ensure understanding of deadline.
- 4.2 If all references are not received by 2pm on submission CDB will notify offerer, will not automatically disqualify but limited window to receive.

5 Conclusion and Question

- 5.1 Question if protected subs are required to be identified; Not required for Phase I. While this does contribute to a more complete project team if listed they will be required to be retained for Phase II.
- 5.2 Question regarding Project Labor Agreement (PLA) and Union Labor; Union Labor will be required for this project. If erectors for tensioned fabric structure are provided by fabricator will require coordination with local unions to negotiate staffing or use of contractor.
- 5.3 Note by CDB that dates for Phase II including interviews may be adjusted back a week due to other activities.
- 5.4 Note by CDB that all questions shall be submitted through email address; CDB630-012-004@illinois.gov

Addendum 1: Sign-In Sheet

End of Report