#### Description

#### **INSTRUCTIONS TO PROPOSERS (ITP)**

#### **EXECUTIVE SUMMARY**

#### PART A: DEFINITIONS AND RULES OF INTERPRETATION

- 1. Definitions
- 2. Rules of Interpretation

#### PART B: PROJECT GOALS AND INFORMATION

- 3. Project Goals
- 4. Project Information

## PART C: PROCUREMENT PROCESS

- 5. Procurement Schedule
- 6. Proposer Due Diligence and Submittals
- 7. Alternative Technical Concepts
- 8. Pre-Proposal Submissions
- 9. Evaluation Process
- 10. Selection Process

## PART D: PROCUREMENT RULES AND RESERVED RIGHTS

- 11. Procurement Rules
- 12. Modifications to RFP and CTA Reserved Rights

#### PART E: PROPOSAL SUBMISSION REQUIREMENTS

- 13. Procedural Instructions
- 14. Substantive Instructions
- 15. Proposal Contents

#### PART F: SUBMITTAL FORM ANNEXES

- Annex 1: Comment Submission Form
- Annex 2: Supplemental Due Diligence Request Form
- Annex 3: Alternative Technical Concept Submission Form
- Annex 4: Proposer's Team Update Submission Form
- Annex 5: Stipend Agreement
- Annex 6: FOIA Exempt Materials Index

#### PART G: PROPOSAL FORMS

#### Vol. 1: Administrative Forms

- Form A Proposal Letter
- Form B-1 Buy America Certification
- Form B-2 Affidavit of Minimum Wage Payment
- Form B-3 Affidavit of Prompt Payment
- Form B-4 Workforce Initiatives Commitment Form
- Form C OCI Disclosure Statement Update Form
- Form D Disadvantaged Business Enterprise (DBE) Commitment Form

## **Description**

# **INSTRUCTIONS TO PROPOSERS (ITP)**

Vol. 2: Pricing Proposal Forms

Form E-1 - Pricing Proposal

Form E-2 - Pricing Proposal Standard Cost Category (SCC) Breakdown

Form E-3 - Price Adjustment Quantities and Unit Prices

Form F - Financial Capacity Update Form

Vol. 3: Technical Proposal Forms

Form G-1 - Guideway Structure Project Element Limits and Milestones

Form G-2 - Project Milestones - Proposed Milestone Date Form

<sup>\*</sup> Denotes under development and will be delivered at a later date.

#### **Description**

## **PART 1 - DESIGN-BUILD AGREEMENT**

**Table of Contents** 

Subpart A: Definitions and Abbreviations; Interpretation; Project Information

Subpart B: Scope of Work and General Undertakings

Subpart C: Time and Schedule

Subpart D: Compensation and Payment

Subpart E: Changes; Unforeseen Delays and Events

Subpart F: Land

Subpart G: Organization of the Work Site, Cooperation and Coordination

Subpart H: Personnel, Subcontractors and Workforce

Subpart I: Compliance Obligations

Subpart J: Health, Safety, Security, Environmental Matters and Utilities

Subpart K: Construction Documentation

Subpart L: Quality Management and Project Oversight

Subpart M: Project Oversight

Subpart N: Indemnity, Insurance and Performance and Payment Security

Subpart O: Ownership and Rights to Property

Subpart P: Defaults, Remedies and Termination

Subpart Q: Governing Law; Service of Process; Jurisdiction; Dispute Resolution

Subpart R: Miscellaneous

Annex A: Abbreviations and Definitions

Annex B: Construction of Contract

Annex C: Insurance and Bonding Requirements

Annex D: DBE, Labor and Wage Provisions

Annex D-1: DBE Special Conditions

Annex D-2: Wage Rates

Annex D-3: Intentionally Left Blank

Annex E: Key Personnel

Annex F: Forms

Annex F-1: Notice of Claim Form

Annex F-2: Contractor Proposed Change Form

Exhibit 1: Proposal Extracts

<sup>\*</sup> Denotes under development and will be delivered at a later date.

#### Description

#### **PART 2 - GENERAL REQUIREMENTS**

- 2.1 General Project Management
- 2.2 Quality Management
- 2.3 Safety and Security Certification
- 2.4 Design Management Requirements
- 2.5 Construction Management Requirements
- 2.6 CTA Operations Interface
- 2.7 System Safety and Security
- 2.8 Project Website Requirements
- 2.9 Permitting
- 2.10 Asset Management
- 2.11 Products
- 2.12 Testing, Inspection, and Commissioning
- 2.13 Project Closeout
- 2.14 Public Information, Communications and Service

#### **PART 2 APPENDIX**

- 2A Safety Manual for Contract Construction On, Above or Adjacent to the CTA Rail System\*
- 2B Flagmen Requirements
- 2C CTA CAD Standard
- 2D Quality Form
- 2E Permit Matrix
- 2F Asset Management Data Entry (OMAIS)
- 2G Sample Invoice
- 2H Safety and Security Management Plan (SSMP)
- 2I Safety and Security Certification Plan (SSCP)
- 2J Certifiable Elements List (CEL) / Certifiable Items LIST (CIL)
- 2K Preliminary Hazard Analysis (PHA)
- 2L Hazard Log Template
- 2M Design Criteria Conformance Checklist (DCCC) Template
- 2N Safety and Security Certification Verification Report (SSCVR) Template

<sup>\*</sup> Denotes under development and will be delivered at a later date.

#### Description

# PART 3 - PROJECT REQUIREMENTS

- 3.1 General Project Description
- 3.2 Allowances
- 3.3 Operational Requirements
- 3.4 Horizontal Alignment
- 3.5 Horizontal / Vertical Clearance and Clearance Envelopes / Typical Sections
- 3.6 Project Areas
- 3.7 Survey and Monitoring
- 3.8 Environmental
- 3.9 Time Period Requirements
- 3.10 Construction Phasing
- 3.11 Allowable CTA Access
- 3.12 Allowable Public Way Access
- 3.13 Hours of Work
- 3.14 Utilities
- 3.15 Railroads

#### **PART 3 APPENDIX**

- 3A Overall Guideway Improvement Limits
- 3B Survey Control
- 3C Horizontal Alignment
- 3D Clearance Envelopes and Typical Sections
- 3E Project Areas Available to Contractor
- 3F Permanent and Temporary Parcel Plats
- 3G Permissible Area Drawings Below and Above Grade
- 3H Civil At Grade Improvement
- 3I Existing Utility Matrix and Drawings
- 3J Advance Utility Relocation (AUR) Program Status Matrix and Drawings
- 3K Advance Design Utility Drawings
- 3L RLE Mitigation Tracking Matrix
- 3M Soil Management Plans and Data
- 3N Noise and Vibration Data
- 3O Real Estate Acquisition Status Report
- 3P Phasing Exhibit for Coordination with Adjacent Yard/Shop Contract

#### Description

#### **PART 4 - TECHNICAL REQUIREMENTS**

- 4.1 General Technical Requirements
- 4.2 Facility Demolition and Abandonment
- 4.3 Geotechnical
- 4.4 Civil, Lighting, and Streetscape
- 4.5 Drainage Systems
- 4.6 Aerial Structures
- 4.7 Ancillary Structures and Temporary Works
- 4.8 Station Structures
- 4.9 Trackwork
- 4.10 Traction Power
- 4.11 Substations
- 4.12 Grounding, Isolation, and Corrosion Protection
- 4.13 Signal Systems
- 4.14 Communications
- 4.15 Architecture
- 4.16 Mechanical, Electrical, Plumbing, and Fire Alarm

#### **PART 4 APPENDIX**

- 4A Standard Track Details
- 4B CTA Adjacent Construction Manual
- 4C Constrained Mainline Substation Drawings
- 4D Station Signage Package
- 4E Constrained Signal Drawings
- 4F Signal Construction Standards
- 4G Traction Power Guidance Drawings
- 4H Electrical Single Line Drawings
- 4I Constrained Communications Drawings
- 4J Geotechnical Data Report
- 4K Geotechnical Baseline Report
- 4L Geotechnical Attachments
- 4M Program Requirement Matrix
- 4N Contractual Specifications

## **PART 5 - MAINTENANCE REQUIREMENTS**

- 5.1 Maintenance Requirements for Pre-Revenue and Substantial Completion
- 5.2 General Maintenance Responsibilities for Elements Under Construction
- 5.3 Technical Assistance After Substantial Completion
- 5.4 Maintenance Plan
- 5.5 Warranties

#### **Description**

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- 6.0 Record of Third Party Coordination
- 6.1 Chicago Department of Buildings
- 6.2 Mayor's Office for People with Disabilities
- 6.3 Chicago Department of Buildings Stormwater Review
- 6.4 Chicago Department Water Management Water Department
- 6.5 Chicago Department Water Management Sewer Department
- 6.6 Chicago Department of Streets and Sanitation
- 6.7 Chicago Department of Transportation (CDOT) & Office of Underground Coordination (OUC)
- 6.8 Chicago Department of Planning and Development (DPD)
- 6.9 Chicago Office of Emergency Management and Communication (OEMC)
- 6.10 Chicago Park District (CPD)
- 6.11 Chicago Housing Authority (CHA)
- 6.12 Forest Preserves of Cook County (FPCC)
- 6.13 Cook County Department of Transportation and Highways (CCDoTH)
- 6.14 State Historic Preservation Office (SHPO)
- 6.15 Illinois Department of Transportation (IDOT)
- 6.16 Metropolitan Water Reclamation District (MWRD)
- 6.17 Commonwealth Edison (ComEd)
- 6.18 AT&T
- 6.19 People's Gas
- 6.20 Astound Broadband
- 6.21 Comcast
- 6.22 Abovenet / Zayo
- 6.23 Linde
- 6.24 West Shore Gas
- 6.25 Union Pacific (UP) Railroad
- 6.26 Norfolk Southern (NS) Railroad
- 6.27 CN / Illinois Central
- 6.28 Metra
- 6.29 CONRAIL
- 6.30 Indiana Harbor Belt (IHB)
- 6.31 Illinois Indiana Development Corporation (IIDC)
- 6.32 Northern Indiana Commuter Transportation District (NICTD)
- 6.33 Illinois Commerce Commission (ICC)

#### **PART 6 APPENDIX**

- 6A Utility Protection in Place Measures
- 6B IDOT Base Case Review Comments
- 6C CDWM-Water Requirements for Water Main Relocations
- 6D CDOT Base Case Review Comments\*
- 6E UPRR Base Case Review Comments\*

#### Description

#### **PART 7 - REFERENCE DOCUMENTS**

- 7.1 Base Case Plans Package A01
- 7.2 Base Case Plans Package A02
- 7.3 Base Case Plans Package A03
- 7.4 Base Case Plans Package A04
- 7.5 Base Case Plans Package B
- 7.6 Base Case Plans Package C
- 7.7 Intentionally Left Blank
- 7.8 CAD Reference Files
- 7.9 Guidance Specifications
- 7.10 LIDAR Survey
- 7.11 CTA Rail System Rule Book
- 7.12 Traction Power Load Flow Study
- 7.13 96th Street Interlocking As-Builts
- 7.14 95th Substation, Existing Mainline, and 98th Yard Feeder Diagrams
- 7.15 96th Street Interlocking Phasing Plan Report
- 7.16 94th and 96th Relay House Books of Plans
- 7.17 Minimum Modeling Matrix (M3)
- 7.18 Existing Streetscapes and Bikeways
- 7.19 Drainage Calculation Worksheets Infiltration
- 7.20 Sample Risk Matrix
- 7.21 Forest Preserve Trail Project Location
- 7.22 CTA Acquired Properties Demolition Contract Documents\*
- 7.23 104th and Harvard Tower EMI Study
- 7.24 7000 Series EMI/EMC Performance Requirements and Guidelines
- 7.25 Sample Temporary Use Notice (TUN) Template
- 7.26 IDOT As-Builts (96th Street, 130th Street, and Wentworth)
- 7.27 OUC Information Retrieval Documents