

# PROJECT STATEMENT

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET  
State Facilities Administration  
Design and Construction Division  
3111 West St. Joseph Street  
Lansing, Michigan 48909

FILE NUMBER 472/22442.JBB	PROPOSAL DUE DATE December 22, 2022, at 2:00 p.m., EASTERN
CLIENT AGENCY Department of Corrections	
PROJECT NAME AND LOCATION Marquette Branch Prison – Primary Electrical Infrastructure Upgrades	
PROJECT ADDRESS (if applicable) 1960 US Highway 41 South Marquette, MI 49855	
CLIENT AGENCY CONTACT Richard White, Project Manager, MDOC Lansing PPD Sean Sundholm, MBP Physical Plant Supervisor	TELEPHONE NUMBER 517.242.3599 (Cell) 906.226.1815 (Direct)
DTMB - DCD PROJECT DIRECTOR Jeff Barsch, DTMB Project Director Jason Pascoe, DTMB Field Representative	TELEPHONE NUMBER 906.251.0727 906.280.1046

## WALK-THROUGH INSPECTION DATE, TIME, AND LOCATION:

**MANDATORY** Pre-Proposal Meeting 9:00 a.m., EASTERN on Wednesday, December 7, 2022, at Marquette Branch Prison Administration Building, 1960 US Highway 41 South, Marquette, MI

**MANDATORY** (Check box if Mandatory)

**LEIN Check** (Department of Corrections ONLY) All contractor / vendor representatives attending Preproposal Walk Through Meeting must submit a Vendor / Contractor LEIN Request form five business days prior to the meeting date (See the attached Vendor/Contractor LEIN Request Form). Send the LEIN Request form, filled and signed, by email to Daniel T. Smith at email address: [smithD76@michigan.gov](mailto:smithD76@michigan.gov). The email "Subject" must include (facility name, project name, date, and time of Pre-Proposal Walk Through Meeting).

## PROJECT DESCRIPTION/SERVICES REQUESTED

The Michigan Department of Corrections (MDOC) is requesting Phase 100 Engineering Services to evaluate the existing facility wide 2400v Primary Electrical Infrastructure and generate a Phase 100 report that provides recommendations on how to update the system to current code requirements. The existing primary loop has been having failures and has old, outdated equipment that is in need to replacement.

Part of the project will require coordination with the Marquette Board of Light and Power on their proposed upgrades and how they impact the facility. The study shall include mapping of the routing of the existing primary electrical on the facility grounds. A reimbursable for underground locating and ground penetrating radar has been included to locate and map the existing underground raceways and utilities. The report will include recommendations on locations where the existing electrical should be abandoned in place and new raceway proposed locations as well as locations where raceways and / or electrical could be reused. The overhead powerline in TD is desired to be converted to underground and this will be reviewed and confirmed if this is practical.

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**The Professional Services Contractor (PSC) shall also review the five (5) block buildings containing transformers and propose new pad mounting locations as well as new disconnect locations to assist facility with maintenance and accessibility. The Phase 100 Report will need to establish an upgraded phasing plan which will minimize downtime and create redundant loops for the facility. The report will also need to review the disconnects on the distribution side to determine their suitability for reuse. ARC flash mitigation at the conclusion of the upgrade project will need to be considered in the report as well. Hazardous Material testing and abatement needed will be a part of the report so proper removal and disposal requirements can be accounted for in the proposed upgrade project to meet National Emission Standards for Hazardous Air Pollutants (NeSHAP) and other hazardous material requirements.**

**SERVICES REQUESTED:**

Provide a complete PSC Proposal (Technical and Cost) for all required Professional Architectural and Engineering Services in compliance with the State of Michigan, Department of Technology, Management (DTMB) Project Statement (Form DTMB -0427), The DTMB Billable Rate Professional Services Contract, the DTMB Request for Proposal (RFP) Billable Rate (Form DTMB – 0430), and the DTMB State Facilities Administration (SFA), Design and Construction (DCD) policies and procedures for the development of a Phase 100 Study.

**PROPOSAL REQUIREMENTS:**

1. The PSC shall demonstrate in their proposal appropriate project experience relevant to the work described / requested in the Project Statement and / or RFP.
2. Design to current MDOC Standards for Electrical and Safety
3. PSC to follow DTMB naming convention of DTMB File Number / Project Name / Y (contract) Number / Subject on all project documents.
4. Field work shall be conducted in a manner that complies with any Governor's Executive Order(s) and / or Michigan Department of Health and Human Services Epidemic Order(s) related to COVID-19, and any MDOC policies currently in effect or that may go into effect.
5. Design meetings shall be held at Study Kickoff, 50% and 90% completion and can be on-site or via electronic format as recommended by the PSC. Please detail in your proposal.
6. Construction estimates for any options shall be provided at 90% completion and in the 100% Study Report.
7. PSC shall provide a recommendation on what is the best way to move the project forward through design and ultimately construction.
8. Timely minutes from all meetings will be required per the DTMB Billable Rate Professional Services Contract.
9. PSC shall detail all labor required for Phase 100.
10. Travel reimbursements and billing rates shall be in accordance with the DTMB Billable Rate Professional Services Contract.
11. PSC shall detail all reimbursable expenses. See Reimbursable Items below.

**REIMBURSABLE ITEMS:**

Itemize all reimbursable expenses in the PSC proposal as Phase 100 Reimbursable line items)

1. List and include all field services, travel expenses, permitting, and testing required for the proper design of this phase of the project.
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2. Site Survey Allowance \$8,000
  3. Locating and GPR Allowance \$5,000
  4. Hazardous Material Testing and Removal Requirements for Study \$5,000
    - a. Hazardous Materials Report will be provided to the selected PSC for review
  5. PSC shall detail any recommended reimbursables not specifically listed below they deem needed to successfully complete this phase of the project.

**ADDITIONAL REQUIREMENTS:**

The PSC shall gather and verify any available as-built information and document the existing site conditions as required to complete the project. Please see the attachments listed below.

**ATTACHMENTS:**

1. Existing Vault Photos
2. Existing Facility One Line Electrical Plans
3. Marquette Branch Prison MBLP Line Relocation Review

Please NOTE:

- Proposal responses **MUST** be uploaded to SIGMA VSS. Please enter the total cost for all phases as the bid amount.
- Firms should only submit one (1) attachment (being less than 6 MB) for proposal submission. The attachment is to be the technical and cost proposal combined.
- Do not wait until just before the 2:00 p.m. solicitation deadline to submit your proposal response. SIGMA VSS will not allow a proposal to be submitted after 2:00 p.m., even if a portion of the proposal response has been uploaded.
- If you experience issues or have questions regarding your electronic submission, you **must** contact the SIGMA Help Desk for assistance prior to the 2:00 p.m., solicitation deadline. You may contact the SIGMA Help Desk by telephone at 517.284.0540 or toll-free at 888.734.9749. You may also email the SIGMA Help Desk at [sigma-procurement-helpdesk@michigan.gov](mailto:sigma-procurement-helpdesk@michigan.gov)
- Please email the Design and Construction Contract Specialists if you are having SIGMA VSS issues. Please include your SIGMA ticket number and any supporting documentation (i.e., screenshots) to Anne Watros ([WatrosA@michigan.gov](mailto:WatrosA@michigan.gov)) and Don Klein ([KleinD4@michigan.gov](mailto:KleinD4@michigan.gov)).
- You may be asked by our contract specialists to email your proposal. Emailed submissions will require DCD approval and will be handled on a case-by-case basis.
- Approved emailed submissions **MUST** be received prior to 2:00 p.m. deadline to be considered responsive and responsible.
- Responses should not be emailed to the Project Director.

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**NIGP CODES**

90628, 925, 92517, 92531, 92533, and 92595

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**DESIRED SCHEDULE OF WORK**

The Department of Corrections requests this study begin as soon as possible upon contract award

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**ACCEPTING RFP QUESTIONS UNTIL:**

Please do not submit online questions via VSS. ALL questions should be emailed to Jeff Barsch at [barschj@michigan.gov](mailto:barschj@michigan.gov) address no later than 12:00 p.m., Eastern on December 13, 2022

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**REFERENCE STANDARDS:** This project will comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (EPA, OSHA, and DOT), state agencies (DHHS, EGLE, DNR, and MIOSHA), and any other local regulations and standards that may apply.

This form is required to be a part of the professional service contract. (Authority: 1984 PA 431)  
Attachment(s)