DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA

INTERDEPARTMENT CORRESPONDENCE

June 27, 2016

RFQ #: 484-050916
RFQ Title: Intermodal/Waterways Special Project Manager Services

FROM: Curtis Scott, Transportation Services Procurement Manager

TO: Treasury Young, Procurement Administrator

SUBJECT: **Ranking Approval**

The Office of Procurement's Transportation Services Procurement Section has reviewed and evaluated Statements of Qualifications, Technical Approach, and Past Performance for the above referenced project.

Attached for your review is one (1) set of the following:

- Advertisement and all Addendums
- Consultants' Submission Prescreening Checklist – Phase I
- GDOT Guide for Selection Committee Members (Phase I and II)
- Selection Committee Ratings for Top Respondents – Phase I
- Selection Committee Comments for Top Respondents – Phase I
- Selection of Finalists Notification and Notice to Selected Finalists
- Consultants' Submission Prescreening Checklist – Phase II
- Selection Committee Overall Ratings for Phase I and Phase II
- Selection Committee Comments for Finalists – Phase II
- Past Performance Reference Checks and any available additional documentation
- Verification of Non-Debarment from SAM Website for Intended Awardee
- Prequalification Certificate for Intended Awardee

The two (2) highest firms in order of ranking are as follows:

1. **Moffatt & Nichol, Inc.**
2. **Barge Waggoner Sumner & Cannon, Inc.**

The Selection Committee recommends the selection of the top ranked firm, Moffatt & Nichol, Inc..

Concurrence with Award from Responsible Division Director:

Carol Comer, Division Director Intermodal

Certification Procurement Requirements Met:

Treasury Young, Procurement Administrator

CS:reb

Attachments

Date Posted 4/18/2016

Georgia Department of Transportation

Request for Qualifications

To Provide

Intermodal and Waterways
Special Project Manager Services

RFQ-484-050916
Qualifications Due: May 9, 2016

Georgia Department of Transportation
One Georgia Center
600 West Peachtree Street, NW
Atlanta, Georgia 30308

v. 6-12-15

REQUEST FOR QUALIFICATIONS
484-050916

Intermodal and Waterways Special Project Manager Services

Recent RFQ Changes/Updates

REQUEST FOR QUALIFICATIONS
484-050916

Intermodal and Waterways Special Project Manager Services

I. General Project Information

A. Overview

The Georgia Department of Transportation (GDOT) is soliciting SOQs from qualified firm(s) or organization(s) to provide Consultant Services for Intermodal and Waterways Special Project Manager Services.

This Request for Qualifications (RFQ) seeks to identify potential providers for the Scope of Services for each project/contract listed in Exhibit I. Firms that respond to this RFQ, and are determined by GDOT to be sufficiently qualified, may be deemed eligible, and invited to offer a project approach and/or possibly present and/or interview for these services. All respondents to this RFQ are subject to instructions communicated in this document, and are cautioned to completely review the entire RFQ and follow instructions carefully. GDOT reserves the right to reject any or all Statements of Qualifications or Project Approach, and to waive technicalities and informalities at the discretion of GDOT.

B. IMPORTANT- A RESTRICTION OF COMMUNICATION IS IN EFFECT FOR THIS PROJECT.

From the advertisement date of this solicitation until successful respondents are selected and the award is made official and announced, firms are not allowed to communicate about this solicitation or scope with any staff of GDOT including the Commissioner and GDOT Board Members, except for the submission of questions as instructed in the RFQ, or with the contact designated in **RFQ Section VIII.C.**, or as provided by any existing work agreement(s). For violation of this provision, GDOT reserves the right to reject the submittal of the offending respondent.

C. The Georgia Department of Transportation Board has adopted a 15% overall annual goal for DBE participation on all federally funded projects. This goal is not to be considered as a fixed quota, set aside or preference. The DBE goal can be met by prime contracting, sub-contracting, joint-venture or mentor/ protégé relationship.

Georgia Department of Transportation will monitor and assess each consultant services submittals for their DBE participation and/or good faith effort in promoting equity and opportunity in accordance with the state of Georgia, Department of Transportation Disadvantage Business Program Plan.

For more information on the GDOT DBE Program please contact:

Georgia Department of Transportation
Equal Opportunity Division
One Georgia Center, 7th Floor
600 West Peachtree Street, NW
Atlanta, Georgia 30308
Phone: (404) 631-1972

D. Scope of Services

Under the terms of the resulting Agreements, the selected consultants will provide Intermodal and Waterways Special Project Manager services, for the GDOT Project identified. The anticipated scope of work for the project/contract is included in **Exhibit I**.

E. Contract Term and Type

GDOT anticipates one (1) On-Call Indefinite Delivery, Indefinite Quantity contract to be awarded to (1) firm, for each project/contract identified. GDOT anticipates that the Contract Type will be paid via Firm Fixed Price and/or Cost Plus Fixed Fee methodology. As an On-Call Indefinite Delivery, Indefinite Quantity contract(s), the Agreements will remain in effect for five (5) years.

F. Contract Amount

The On-Call, Indefinite Delivery Indefinite Quantity contract(s) will have a minimum of Twenty-Five Thousand Dollars and No Cents ($25,000.00) and a maximum of One Million Five Hundred Thousand Dollars and No Cents ($1,500,000.00). The Department will only consider increasing the maximum amount in the event that services are needed while the successor contract is being procured, however; the Department will seek to ensure that the successor contract is in place to prevent such need.

II. Selection Method

A. Method of Communication

All general communication of relevant information regarding this solicitation will be made via the Georgia Procurement Registry (GPR) under RFQ-484-050916. All firms are responsible for checking the GPR on a regular basis for updates, clarifications, and announcements. GDOT reserves the right to communicate via electronic-mail with the primary contact listed in the Statements of Qualifications. Other specific communications will be made as indicated in the remainder of this RFQ.

B. Phase I - Selection of Finalists

Based on the Statements of Qualifications submitted in response to the projects/contracts listed in this RFQ, the Selection Committee will review the **Experience and Qualifications** and **Resources and Workload Capacity** listed in **Section IV. Selection Criteria for Phase I**. The Selection Committee will discuss the top submittals and the final rankings of the top submittals will be determined. From the final rankings of the top submittals, the Selection Committee will identify three (3) to five (5) firms which will be shortlisted.

C. Finalist Notification for Phase II

Firms selected and shortlisted as finalists will receive notification and final instructions from GDOT regarding the **Phase II – Project Approach** response.

D. Phase II - Finalists Response on Project Approach and Past Performance

GDOT will request a written proposal of the three (3) to five (5) finalist firms for each project/contract. GDOT reserves the right to request a presentation/interview on any project/contract as determined in its best interests; however, this additional requirement shall typically be reserved for the most complex projects. Each finalist firm shall be notified in writing and informed of the proposal due date. Any additional detailed proposal instructions and requirements, beyond that provided in **Section V. Selection Criteria for Phase II**, for the finalists will be provided in the Finalist Notification. All members of the Selection Committee will review the written proposal (and will attend the presentation/interview if so chosen). **Firms shall not address any questions, prior to the award announcement, to anyone other than the designated contact.**

E. Final Selection

Final selection will be determined by carrying the scores from **Phase I** forward for each Finalist and by evaluating the **Project Approach** and **Past Performance** criteria for **Phase II**. The Selection Committee will discuss the Finalist's Phase II Responses and the final rankings will be determined.

Negotiations will then be initiated with the top-ranked firm(s) to finalize the terms and conditions of the contract(s), including the fees to be paid. In the event a satisfactory agreement cannot be reached with the highest-ranking firm(s), GDOT will formally terminate the negotiations and possibly enter into negotiations with the second highest-ranking firm, and so on in turn until a mutual agreement is established and GDOT awards a contract. The final form of the contract shall be developed by GDOT.

III. Schedule of Events

The following Schedule of Events represents GDOT's best estimate of the Schedule that will be followed. All times indicated are prevailing times in Atlanta, Georgia. GDOT reserves the right to adjust the Schedule as GDOT deems necessary.

	DATE	TIME
a. GDOT issues public advertisement of **RFQ-484-050916**	4/22/2016	----------
b. Deadline for submission of written questions and requests for clarification	4/27/2016	2:00 PM
c. Deadline for submission of Statements of Qualifications	5/9/2016	2:00 PM
d. GDOT completes evaluation and issues notification and other information to finalist firms	TBD	

IV. Selection Criteria for Phase I - Criteria for Evaluation of Statements of Qualifications

A. RESERVED

B. Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications – 30%

The Selection Committee will evaluate all firms on their Experience and Qualifications, which shall account for a total of thirty (30%) percent of the total evaluation. **The following criteria for scoring Phase I of the evaluation will be utilized to determine which firms are shortlisted:**

1. Project Manager education, registration, relevant engineering experience, relevant project management experience, experience in utilizing GDOT specific processes, manuals, or guidance.
2. Key Team Leaders' education, relevant technical experience, and relevant experience in utilizing GDOT specific processes, manuals, or guidance.
3. Prime Consultant's experience in delivering projects of similar complexity, size, scope, and function.

C. Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity – 20%

The Selection Committee will evaluate all firms on their Resources availability and Workload Capacity which shall account for a total of twenty (20%) percent of the total evaluation. **The following criteria for scoring the Resources and Workload Capacity will be utilized to determine which firms are shortlisted:**

1. Project Manager Workload.
2. Workload capacity of Key Team Leader(s).
3. Resources dedicated to delivering project.
4. Ability to Meet Project Schedule.

V. Selection Criteria for Phase II - Criteria for Evaluation of Project Approach and Past Performance

A. Project Approach – 40%

The Selection Committee will evaluate the shortlisted firms (Finalists) on their Project Approach, which shall account for a total of forty (40%) percent. The Selection Committee shall utilize the following additional criteria for scoring Phase II of the evaluation to determine the highest ranked/most qualified. **(NOTE: Scores from Phase I will be carried forward and combined with the scores from the Phase II to determine the final ranking of Finalists)**:

1. Project approach to delivering Intermodal and Waterways Program and Project Management Services.
2. Provide any specific qualifications, skills, or knowledge which your firm has which could benefit the project, and your ability and willingness to meet time requirements.

B. Past Performance – 10%

The Selection Committee may consider information provided via references provided for relevant projects, knowledge any selection committee member has of performance on relevant projects, and performance evaluations or knowledge presented on GDOT projects. The Selection Committee will consider all factors in their totality and score from 0 to 10 when arriving at a final score for the Past Performance.

VI. Instructions for Content and Preparation of Statements of Qualifications – Phase I Response

The Statements of Qualifications submittal must be submitted in accordance with the instructions provided in Section VIII, and must be organized, categorized using the same headings (in red), and numbered and lettered exactly as outlined below, and must be responsive to all requested information. For the sections in which page number limits are stated, each section with a stated limit must begin on a new page and end on the last page allowed for the section. It is not allowed to begin new sections on a page allowed for a previous section, if applicable. This will enable the Department to ensure compliance with the page limitations.

Cover page – Each submittal must have a separate cover page for each copy of each submittal and each must list the RFQ#, RFQ Title, proposing firm's full legal name and the specific project contract being submitted on to include the Project Numbers, PI Numbers, County(ies), and Description.

A. Administrative Requirements

It is required to submit the information below for each copy of each submittal. This is general information and will not be scored but may be used to determine eligibility for selection.

1. Basic company information:

   a. Company name.
   b. Company Headquarter Address.
   c. Contact Information - Name and all contact information (telephone number(s) and e-mail address) of primary proposing contact (this will be the individual with whom the Department will direct all communications).
   d. Company website (if available).
   e. Georgia Addresses - Identify and provide addresses for the offices located in the State of Georgia.
   f. Staff - List the number and disciplines of staff members employed in each office in the State of Georgia.
   g. Ownership - Provide form of ownership, including state of residency or incorporation, and number of years in business. Is the Offeror a sole proprietorship, partnership, corporation, limited liability Corporation, or other structure?

2. Certification Form - Complete the Certification Form (*Exhibit "II" enclosed with RFQ*), and provide a notarized original within the firm's Statement of Qualifications. This is to be submitted for the Prime **ONLY**.

3. Georgia Security and Immigration Compliance Act Affidavit – Complete the form *(Exhibit "III" enclosed with RFQ)*, and provide a notarized original within the firm's Statement of Qualifications. This is to be submitted for the Prime **ONLY**.
4. Addenda - Signed cover page of any Addenda issued for the Prime **ONLY**.

B. Experience and Qualifications

1. Project Manager - Provide information pertaining to the project manager, including but not limited to:

   a. Education.
   b. Professional Registrations
   c. Relevant engineering experience.
   d. Relevant project management experience for projects of similar complexity, size, scope, and function (no more than five (5) projects).
   e. Relevant experience utilizing GDOT specific processes, manuals, or guidance (Plan Development Process, Design Policy, Environmental Procedures Manual; Aviation, Rail, Transit and Waterways Program SOPs, etc.).

   This information is limited to two pages maximum.

2. Key Team Leaders - Provide experience of Key Team Leaders (defined as those individuals who oversee project areas determined as particularly important to each specific project, refer to the Project Description in **Exhibit I, specifically Section 7** for the list of Key Team Leaders for each Project). For each Key Team Leader identified provide:

   a. Education.
   b. Registration (if necessary and applicable.)
   c. Relevant experience in the applicable resource area (on no more than three (3) of the most relevant projects).
   d. Relevant experience utilizing GDOT specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual, Aviation, Rail, Transit and Waterways Program SOPs, etc.) which are specific to the key team leader's area.

   This information is limited to one (1) page maximum for each Key Team Leader identified in Section 7 of each Exhibit I. Respondents submitting more than one (1) page for each Key Team Leader identified will be subject to disqualification. Respondents who provide more Key Team Leaders than what is outlined in the requirement will be subject to disqualification as this would provide an advantage over firms who complied with the requirement and had the required number of Key Team Leaders. Respondents who do not provide the required Key Team Leaders will be subject to disqualification as this does not meet the requirements of the project and therefore would deem the respondent and its team unqualified for the award.

3. Prime Experience - Provide information on the prime's experience and ability in delivering effective services for projects of similar complexity, size, scope, and function. Describe no more than five (5) projects, in order of most relevant to least relevant, which demonstrate the firm's capabilities to provide services for GDOT. For each project, the following information should be provided:

   a. Client name, project location and dates during which services were performed.
   b. Description of overall project and services performed by your firm.
   c. Duration of project services provided by your firm, and overall project budget.
   d. Experience utilizing GDOT specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual; Aviation, Rail, Transit and Waterways Program SOPs etc.)
   e. Client(s) current contact information including contact names and telephone numbers.
   f. Involvement of Key Team Leaders on the projects.

   This information is limited to two pages maximum.

C. Resources/Workload Capacity

1. Overall Resources - Provide information regarding the overall resources dedicated to delivering the specific project, including:

   a. Organizational chart which identifies the project manager, prime, Key Team Leaders, support personnel, and reporting structure.
   b. Primary Office - Identify and discuss the primary office which will be responsible for handling the specific project and the number and types of staff within the office and how this office could benefit the project and promote efficiency.
   c. Narrative on Additional Resource Areas and Ability – Respondents are also allowed one page to provide information regarding additional resource areas identified as important to the project, to discuss how the key areas will integrate and work together on the project, to discuss any information which is pertinent to these areas, to provide a narrative regarding how the organization of the team, including the PM and Key Team Leaders can deliver the project on schedule given their workload capacity. (GDOT recognizes that some individuals may be able to meet the schedule while carrying heavier project loads.) Respondents may discuss the advantages of your team and the abilities of the team members which will enable the project to meet the proposed schedule as identified in **Exhibit I** (where applicable). If there is no proposed schedule, discuss the advantages of the team and the abilities of the team members which will enable the project to move as expeditiously as possible. **Respondents submitting more than the one additional page allowed, will be subject to disqualification.**

2. Project Manager Commitment Table - Provide a list of ALL projects (GDOT, other governments and private contracts – Information may be validated and any firm determined not to be listing all projects may be subject to disqualification) on which the proposed project manager is currently committed, to enable the Department to ascertain the project manager's availability. Utilize a table similar to the following format with a minimum of all criteria indicated to provide the requested information:

Project Manager	PI/Project # for GDOT Projects/Name of Customer for Non-GDOT Projects	Role of PM on Project	Project Description	Current Phase of Project	Current Status of Project	Monthly Time Commitment in Hours

VII. Instructions for Preparing Project Approach and Past Performance Response – Phase II Response

The following information will only be requested of the shortlisted firms. The Selection Committee will evaluate the shortlisted firms using the information provided as requested below (NOTE: Scores from Phase I will be carried forward to Phase II).

The Phase II response must be submitted in accordance with the instructions provided in Section IX, and must be organized, categorized using the same headings (in red), and numbered and lettered exactly as outlined below, and must be responsive to all requested information. For the sections in which page number limits are stated, each section with a stated limit must begin on a new page and end on the last page allowed for the section. It is not allowed to begin new sections on a page allowed for a previous section, if applicable. This will enable the Department to ensure compliance with the page limitations.

Phase II Cover page – Each submittal must have a separate cover page for each copy of the Phase II submittal and each must indicate the response is for Phase II, list the RFQ#, RFQ Title, proposing firm's full legal name and the specific project contract being submitted on to include the Project Numbers, PI Numbers, County(ies), and Description.

A. Project Approach

1. Project approach to delivering Intermodal and Waterways Program and Project Management Services.

2. Provide any specific qualifications, skills, or knowledge which your firm has which could benefit the project, and your ability and willingness to meet time requirements.

This information will be limited to a maximum of three (3) pages.

B. Past Performance

No additional information should be submitted to fulfill this requirement. Information from the relevant projects listed as well as information on file with the Department will be used to fulfill this requirement.

Past performance may be evaluated through the checking of project references for the proposed project manager as well as the firm. The Department will check these references at random. For this reason, attention should be paid to the references provided to ensure that the contact information provided is accurate and the individual references are reachable. Other past performance information which may be utilized includes GDOT consultant performance ratings as well as knowledge that any member of the Selection Committee has pertaining to the past performance of the firm on any project.

VIII. Instructions for Submittal for Phase I - Statements of Qualifications

A. There are two (2) submittals required. Submittal #1 must follow the format and meet the content requirements identified in **Section VI**, entitled **Instructions for Content and Preparation of Statements of Qualifications – Phase I Response.** Respondents must submit one original and five (5) identical copies. Submittal #2 is an electronic version of Submittal #1 which allows for GDOT to maintain the files electronically. The original and each copy of Submittal #1 should be stapled separately. The original and each copy of Submittal #1 should be bound together using a binder clip or other similar fashion which allows the individual copies to be separated and distributed easily to Selection Committee Members. See **Attachment 1** for a summary of how the submittals should be prepared.

B. Submittals must be typed on standard (8½" x 11") paper. The pages should be numbered, however, submittal pages will be counted by section to determine compliance with page limits. Responses are limited to the page counts indicated in each section and should be double-sided using a minimum of size 11 font. Page counts will be determined by pages with print on them, not by the physical piece of paper. For example, a piece of paper which has print on both sides, shall be considered two pages while a piece of paper with print on only one side would be considered a single page. Each Statement of Qualifications shall be prepared simply and economically as indicated above. Fancy bindings, colored displays, and promotional materials are not desired. Emphasis must be on completeness, relevance, and clarity of content.

NOTE: Additional pages other than what has been specified above in each section **should not be included and will be grounds for disqualification.**

Submittals must be sealed in an opaque envelope or box, and reference **RFQ-484-050916 and the words "STATEMENT OF QUALIFICATIONS"** must be clearly indicated on the outside of all of the envelopes or boxes. Statements of Qualifications **must be physically received by GDOT** prior to the deadline indicated in the Schedule of Events (*Section III of RFQ*) at the exact address below:

Georgia Department of Transportation (GDOT)
Attention: Rhonda Badgett
Transportation Services Procurement
One Georgia Center, 19th Floor
600 West Peachtree Street, NW
Atlanta, Georgia 30308

No submittals will be accepted after the time and date set for receipt.

Statements of Qualifications submitted via facsimile or e-mail will be rejected. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. GDOT is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of GDOT. Labeling information provided in submittals "proprietary" or "confidential", or any other designation of restricted use will not protect the

information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

GDOT reserves the right, in its sole discretion, to waive any technicalities associated with this submittal if deemed in the best interest of the State.

C. **Questions and Requests for Clarification**

Questions about any aspect of the RFQ, or the project, shall be submitted in writing via e-mail to: **Rhonda Badgett, e-mail: rbadgett@dot.ga.gov.** The deadlines for submission of questions relating to the RFQ are the times and dates shown in the (**Schedule of Events- Section III**). From the issue date of this solicitation until a successful proposer is selected and the award is made official and announced, respondents are subject to the Restriction of Communication in **Section I.B.**

IX. Instructions for Submittal for Phase II – Project Approach and Past Performance Response

THESE INSTRUCTIONS ARE INTENDED SOLELY FOR THOSE FIRMS IDENTIFIED AND NOTIFIED AS FINALISTS. Final Instructions will be provided to the Finalists in the notification.

A. There are two (2) submittals required. Submittal #1 must follow the format and meet the content requirements identified in **Section VII**, entitled **Instructions for Preparing Project Approach and Past Performance Response – Phase II Response.** Respondents must submit one original and five (5) identical copies. Submittal #2 is an electronic version of Submittal #1 which allows for GDOT to maintain the files electronically. The original and each copy of Submittal #1 should be stapled separately. The original and each copy of Submittal #1 should be bound together using a binder clip or other similar fashion which allows the individual copies to be separated and distributed easily to Selection Committee Members.

B. Submittals must be typed on standard (8½" x 11") paper. The pages should be numbered, however, submittal pages will be counted by section to determine compliance with page limits. Responses are limited to the page counts indicated in each section and should be double-sided using a minimum of size 11 font. Page counts will be determined by pages with print on them, not by the physical piece of paper. For example, a piece of paper which has print on both sides, shall be considered two pages while a piece of paper with print on only one side would be considered a single page. Each Statement of Qualifications shall be prepared simply and economically as indicated above. Fancy bindings, colored displays, and promotional materials are not desired. Emphasis must be on completeness, relevance, and clarity of content.

NOTE: Additional pages other than what has been specified above in each section **should not be included and will be grounds for disqualification**.

C. Submittals must be sealed in an opaque envelope or box, and reference **RFQ-484-050916 and the words "PHASE II RESPONSE"** must be clearly indicated on the outside of all of the envelopes or boxes. Statements of Qualifications **must be physically received by GDOT** prior to the deadline indicated in the Notice to Finalists at the exact address below:

Georgia Department of Transportation (GDOT)
Attention: Rhonda Badgett
Transportation Services Procurement
One Georgia Center, 19th Floor
600 West Peachtree Street, NW
Atlanta, Georgia 30308

No submittals will be accepted after the time and date set for receipt.

Responses submitted via facsimile or e-mail will be rejected. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. GDOT is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of GDOT. Labeling information provided in submittals "proprietary" or "confidential", or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

GDOT reserves the right, in its sole discretion, to waive any technicalities associated with this submittal if deemed in the best interest of the State.

D. Questions and Requests for Clarification

Questions about any aspect of the Phase II Response for Finalists, shall be submitted in writing via e-mail to: **Rhonda Badgett, e-mail: rbadgett@dot.ga.gov. or as directed in the Notice to Finalists, if different.** The deadlines for submission of questions relating to the Phase II Response will be identified in the Notice to Finalists. From the issue date of this solicitation until a successful proposer is selected and the award is made official and announced, respondents are subject to the Restriction of Communication in **Section I.B.**

X. GDOT Terms and Conditions

A. Statement of Agreement

With the submission of a SOQ, the respondent agrees that he/she has carefully examined the Request for Qualifications, and agrees that it is the respondent's responsibility to request clarification on any issues in any section of the Request for Qualifications with which the respondent disagrees or needs clarified. The respondent also understands that failure to mention these items during the question period or in the SOQ will be interpreted to mean that the respondent is in full agreement with the terms, conditions, specifications and requirements in the therein. With submission of a SOQ, the respondent hereby certifies: (a) that this SOQ is genuine and is not made in the interest or on behalf of any undisclosed person, firm, or corporation; (b) that respondent has not directly or indirectly included or solicited any other respondent to put in a false or insincere SOQ; (c) that respondent has not solicited or induced any person, firm, or corporation to refrain from sending a SOQ.

The respondent also understands that failure to provide required information may result in disqualification. Failure to provide administrative information may not result in disqualification. At the Department's discretion, the Department may notify the respondent that administrative information is not provided or there was an error in the information provided, **and** the Department will allow a respondent to provide an update to the administrative information. However, the exception to this is the provision of the required **GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT,** which by Georgia Law requires disqualification of the response. The above changes mentioned to administrative information would be considered allowable as these would be limited to changes which **do not** affect the information which the evaluators use to score the respondents. Failure of a respondent to provide the specific administrative information as required in the notice will result in disqualification. Any respondent who provides changes in addition to the information requested in the notice shall be subject to disqualification. Failure of a respondent's SOQ to provide any information pertaining to a respondent and its teams qualifications, of any type, will subject the SOQ to disqualification. The Department will not allow updates to qualifications to be provided to avoid disqualification as this would allow a respondent to modify its SOQ and alter the information which evaluators would score. The above changes related to qualifications would not be allowable as these would allow changes which **do** affect the information which the evaluators use to score the respondents SOQ.

B. Joint-Venture Proposals, Sub-Consultants, and Vendors

GDOT does not generally desire to enter into "joint-venture" agreements with multiple firms. In the event two or more firms desire to "joint-venture", it is strongly recommended that one incorporated firm propose and maintain status as the Program Management firm with the remaining firms participating as major firms. Any joint-venture, proposed and established as a separate business entity, should have its own set of books and supporting documentation sufficient for an audit trail. Transactions should be recorded consistent with the joint-venture agreement, and care must be taken to ensure that the joint-venture bears its equitable share of the costs. Therefore, "unpopulated joint-ventures" would not have an adequate accounting system suitable for cost reimbursement contracts.

However more traditional "populated joint-ventures" are welcomed. A populated joint-venture is where an alliance is brought to life by infusing it with working capital, employees, and control systems. The alliance implements all necessary business systems, including payroll processing, purchasing, property control, etc. The alliance will develop its own indirect rate structure and calculates its own indirect cost rates, based on the direct and indirect costs it incurs.

Sub-Consultants shall generally be considered any team member which is performing any service which typically requires prequalification, which is subject to the Audit and Accounting System Requirements, and whose services are billed as costs. Sub-Consultant Team Members must be written into the resulting Agreement and are subject to all terms and conditions in the Agreement. Vendors shall be considered any team member which is performing any service which typically does not require prequalification, which is not subject to the Audit and Accounting System Requirements, and whose services are billed as direct expenses. Vendors may not be written into the resulting Agreement and may not be subject to all terms and conditions in the Agreement.

C. Non-Discrimination and DBE Requirements

The Georgia Department of Transportation in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d--42 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all proposers that it will affirmatively ensure that any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award.

The Georgia Department of Transportation Board has adopted a 15% overall annual goal for DBE participation on all federally funded projects. This goal is not to be considered as a fixed quota, set aside or preference. The DBE goal can be met by prime contracting, sub-contracting, joint-venture or mentor/ protégé relationship.

Georgia Department of Transportation will monitor and assess each consultant services submittals for their DBE participation and/or good faith effort in promoting equity and opportunity in accordance with the state of Georgia, Department of Transportation Disadvantage Business Program Plan.

For more information on the GDOT DBE Program please contact:

Georgia Department of Transportation
Equal Opportunity Division
One Georgia Center, 7th Floor
600 West Peachtree Street, NW
Atlanta, Georgia 30308
Phone: (404) 631-1972

D. Audit and Accounting System Requirements

GDOT reserves the right to reject any proposal with firms that do not meet the following requirements:

1. Firm(s) should have an accounting system in place to meet requirements of 48 CFR Part 31 and, in the case of non-profit organizations, OMB Circular A-122.
2. Any firm that currently has an aggregate contract amount exceeding $250,000 should have submitted their yearly CPA overhead audit.
3. Firm(s) should have no significant outstanding deficient audit findings from previous contracts with GDOT that have not been resolved.
4. The prime is responsible for being reasonably assured that all sub-consultant(s) presented as a part of the proposed team are similarly in compliance with the above requirements.

E. Submittal Costs and Confidentiality

All expenses for preparing and submitting responses are the sole cost of the respondent submitting the response. The Department is not obligated to any respondent to reimburse such expenses. All submittals upon receipt become the property of the Department. Labeling information provided in submittals as "proprietary" or "confidential", or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until a final award.

F. Award Conditions

This request is not an offer to contract or a solicitation of bids. This request and any proposal submitted in response, regardless of whether the proposal is determined to be the best proposal, is not binding upon the Department and does not obligate the Department to procure or contract for any services. Neither the Department nor any respondent submitting a response will be bound unless and until a written contract mutually accepted by both parties is negotiated as to its terms and conditions and is signed by the Department and a respondent containing such terms and conditions as are negotiated between those parties. The Department reserves the right to waive non-compliance with any requirements of this Request for Qualifications and to reject any or all proposals submitted in responses. Upon review of responses, the Department will determine the respondent(s) proposal that in the sole judgment of the Department is in the best interest of the Department (if any is so determined), with respect to the evaluation criteria stated herein. The Department then intends to conduct negotiations with such respondent(s) to determine if an acceptable contract may be reached.

G. Debriefings

In lieu of Pre-Award and Post-Award debriefings, it shall be the Department's policy to provide the "Selection Package" at the time of the Selection Announcement (also referred to as the Announcement of Entering into Negotiations). The "Selection Package" will include the scores and comments of phases for all firms who responded and will typically be provided as a PDF file and e-mailed. Previously, pre-award debriefings only provided the scores and comments of the firm. It shall be the policy of the Department that all debriefings will typically be conducted in writing.

H. Right to Cancel or Change RFQ

GDOT reserves the right to cancel any and all Request for Qualifications where it is determined to be in the best interest of the Department to do so. GDOT reserves the right to increase, reduce, add or delete any item in this solicitation as deemed necessary.

It is the responsibility of all firms interested in submitting Statement of Qualifications (SOQs) for this advertisement to routinely check the posting on the Georgia Procurement Registry for any revisions to this RFQ.

I. Substitutions, Alternates, Exceptions, and Extensions

No substitutions or alternates will be accepted for this solicitation. Any respondent submitting substitutions or alternates will be considered non-responsive and will not be considered for award.

J. GDOT Code of Conduct Pertaining to Conflict of Interest in the Award and Administration of Contracts

Pursuant to GDOT Policy 3A-17, any GDOT employee who leaves the employment of the Department and subsequently becomes employed with a consultant firm and whose duties while employed with the Department included the direct involvement with the negotiation, administration, or management of a contract in which the firm is either the primary consultant or a sub-consultant **SHALL NOT** be authorized to work on that contract as an employee of that firm for a period of one (1) year after their employment ends.

Additionally, on July 1st of each year, any consultant firm that is under contract with the Department as a prime or sub consultant shall provide to the Department's Chief Procurement Officer (CPO) a current list of all former Department employees employed by the firm and a document that certifies the responsibilities of those employees as it relates to the current contracts with the Department. This certification document shall attest to the fact that over the last year no former Department employee that is employed by their firm has worked on a contract between the Department and their firm where that employee, when employed by the Department, had direct involvement with the selection, award and/or administration of the consultant contract. Any consultant firm entering into a contract with the Department for the first time as a prime or sub consultant shall provide the initial required list of former Department employees and certification prior to the contract effective date. If the Department's CPO determines at any point during a contract that an actual conflict exists as it relates to the above paragraph, then the CPO shall have the authority to issue a stop work order on that contract.

EXHIBIT I

Project/Contract 1

1. Project Number(s): N/A
2. PI Number(s): N/A
3. County(ies): Statewide
4. Description: Intermodal and Waterways Special Project Manager

5. RESERVED

6. Scope:

The Consultant shall perform the following services as requested by, and to the satisfaction of the Department's Project Manager.

Job Description:

The Intermodal and Waterways Special Project Manager provides guidance, advice, support, and project management within all areas of the Intermodal Division with emphasis on the State Waterways Program, which consists of the Savannah Harbor, the Brunswick Harbor, and the Atlantic Intercostal Waterway (AIWW). The Intermodal and Waterways Special Project Manager provides plan review, comments, and suggested revisions for dredging and other new harbor construction projects; facilitates the coordination and transfer of funding through the Department for the local sponsor share of all waterways projects; and prepares a recommended annual financial budget and maintains records of expenditures for the Waterways Program. Provides leadership, guidance and technical assistance in evaluating, coordinating, developing, and implementing the Waterways Programs. The Intermodal and Waterways Special Project Manager will work in conjunction with the US Army Corps of Engineers to carry out the Long Term Management Plan, which outlines the life of the existing Dredged Material Containment Area's (DMCA's) out to 50 years, will work closely coordinating with the Georgia Ports Authority as co-Sponsor on the Savannah Harbor Expansion Project (SHEP) and provides guidance, support, and advice to a professional planning, engineering, and inspection staff. The Intermodal and Waterways Special Project Manager shall provide extension of staff support to the Division of Intermodal on any other projects or special assignments as directed by the Administrator of the Division of Intermodal.

Job Responsibilities & Performance Standards:

A. Task 1. Provide Guidance, Support and Advice in managing the administrative functions of the Waterways Programs office including organizational structure, financial responsibilities, and office operational activities.

1. Provide guidance, support and advice to the operational structure of the office to insure a functional and efficient organization.
2. Provide guidance, support and advice to all unit personnel. Oversee the functions of the accounting section to insure contracts, project records, and all financial ledgers are maintained in an efficient and accurate manner.
3. Provide guidance, support and advice in the planning, administration, and control of the Waterways Programs budget.
4. Reviews and routes incoming correspondence to appropriate staff in a timely manner. Prepares, reviews, and approves office correspondence for accuracy and appropriateness of response. Assures correspondence is routed to the appropriate individual for signature and subsequent distribution.
5. Develops, prepares, and submits policies, procedures, and Standard Operating Procedures (SOP's) for the Waterways Programs activities for approval and implementation.

B. Deliverables and Deadline for Task 1:

1. Maintain an Excel Spreadsheet with substantiating documentation for all expenditures of the Waterways Program.
2. In March of the current Fiscal Year (FY), provide justification and substantiating documentation for the Waterways Program Budget request for the FY two years out.

3. Review and prepare response to inquiries within 5 days of receipt unless a circumstances warrant a longer period of time.
4. Maintain current Policies, Procedures and SOP's on the Intermodal Server file, and date revisions accordingly.

C. Task 2. Management of all projects within the Waterways Program.

1. Serve as the Waterways Project Manager, Subject Matter Expert, and primary Point of Contact for all Waterways matters.
2. Maintain existing relationships through monthly meetings with external customers in the Navigational community.
3. Be the Departmental Representative for all Waterways matters.
4. Maintain relationships through monthly meetings with Military, Local, State and Federal Agencies such as the US Army Corps of Engineers (USACOE), US Coast Guard - Maritime Safety Unit, US Navy, EPD, EPA, DNR, USFWS, SC-DHEA, US Forestry Service, City of Savannah, Chatham County, etc.
5. Provide specific information to, and request appropriate FY Funding from the Office of Planning & Budget for all New Construction projects.
6. Through the Department provide the non-federal Sponsor portion of the funding to the US Army Corps of Engineers for specified Waterways projects as per the Project Cooperation Agreement (PCA).
7. Keep detailed records of budget and expenditures related to the Waterways Program.
8. Prepare and conduct presentations to local government groups, educational groups, civic groups, etc., upon request.
9. Provide Waterways updates to Senior Departmental Staff, and/or to the State Transportation Board as necessary.
10. Establish Performance Measures for the Waterways Program; monitor Performance Measures throughout the year.
11. Work with the GDOT Office of Maintenance on any Facility Maintenance items necessary to enhance the core mission of our DMCA properties (signs, road material, etc.).

D. Deliverables and Deadline for Task 2

1. Compile notes and / or minutes on a Word document of meetings attended and distribute accordingly within 2 days after meetings.
2. In January of each year prepare a letter for the Director of Intermodal's signature to the Savannah District of Corps requesting funding needs for the state FY coming 1 ½ years ahead.
3. Prepare Voucher Summary Form (DOT Form 1678) for signature of the Director of Intermodal for all payments to the USACE.
4. File budget records in the appropriate folders in the Waterways server.
5. Maintain an up to date power point presentation for senior staff, and customize for external entities as necessary.
6. Update Quarterly Performance Measures Report for the Division of Intermodal - Waterways Program on the Data Collection Form (DFC).
7. Provide written request to the Office of Maintenance on any Facilities Maintenance issues.

E. Task 3. Maintain comprehensive knowledge of applicable federal and state laws and regulations regarding Water Transportation in general. Determine the effect of laws, regulations and other mandates as they relate to the States Waterways.

1. Maintain current knowledge of pending legislation and its potential ramifications for the States Waterways.
2. Prepare response for management that will apprise them of impact changes.
3. Serve on various Maritime committees such as the Savannah Maritime Association, the Savannah Harbor Navigational Safety Committee, and the AASHTO - Standing Committee on Water Transportation.
4. Attends regular meetings of at least one professional and/or technical organization.
5. Maintain a continuing education program by attending at least one seminar each year.
6. Maintain comprehensive technical knowledge by reading up-to-date technical reports, articles, books, etc.

7. Maintain knowledge of trends and developments in the Waterways field throughout the year.
8. Review draft legislation, laws, regulations and policy changes to determine potential impacts on the States Waterways and/or Coastal areas.
9. Make recommendations to the Department on alternatives or changes to existing Waterways policies.
10. Recommends strategies to staff that will minimize the effect of changes on unit effectiveness.
11. Communicate with adjacent state transportation agencies on proposed Water Transportation actions that could impact all states.

F. Deliverables and Deadline for Task 3

1. Provide written review comments and recommendations of draft legislations, laws, and policy changes within 24 hours of notice, or as deemed necessary.
2. Compile notes and / or minutes on a Word document of meetings attended and distribute accordingly within 2 days after meetings.
3. Maintain an up to date training folder on the Waterways server.
4. Maintain an up to date Inter-state Correspondence folder on the Waterways server.
5. Prepare written DRAFT and supporting documentation for review by the Director of Intermodal for any alternatives or changes to Waterways policies.

G. Task 4. Provide Program and Project Management of the Savannah Harbor Federal Navigation Project, Brunswick Harbor Federal Navigation Project, and the Atlantic Intercostal Waterway (AIWW).

1. Provide Program and Project Management as necessary to carry out the Departments obligations as outlined in the respective Project Cooperation Agreements (PCA's) for ongoing Waterways projects.
2. Work closely with the US Army Corps of Engineers in the Long Term Management Plan (LTMP), or Dredged Material Management Plan (DMMP) for the Waterways projects.
3. Attend preliminary concept meetings, and conduct engineering design plan reviews on all New Construction, and Operations and Maintenance (O&M) projects.
4. Provide written comments to the USACE on all plan reviews.
5. Review monthly HAR Cumulative Funding Report submitted by the USACE to ensure that funding is being used appropriately.
6. Through the Department provide the non-federal Sponsor portion of the funding to the US Army Corps of Engineers for specified Waterways projects.
7. Work with various Interdepartmental Offices as necessary to ensure that the Department fulfills its obligations as outlined in the PCA.
8. Conduct periodic site inspections on New Construction projects to verify that work is being accomplished as per plans and specifications.
9. Conduct Final Inspection on all HAR projects.
10. Conduct periodic site inspections on all O&M projects to ensure that the USACE is fulfilling their obligation as per the PCA.
11. Monitor all ongoing projects for Scope, Schedule, and Budget.

H. Deliverables and Deadline for Task 4

1. Prepare Invoice for the USACE signature; Voucher Summary Form for the Director of Intermodal's signature along with all supporting documentation for payment of USACE requested HAR funds.
2. Maintain Excel Spreadsheet of all HAR expenditures
3. Maintain a folder with plan review comments on upcoming USACE projects on the Waterways server.
4. Maintain a Diary for all HAR projects to include all milestone dates, preconstruction meeting, date work began, all site inspections, instructions given and received, and final inspections.
5. Provide a Punch List to the USACE of any outstanding items found on the Final Inspection.

I. Task 5. Serve as Property Manager for all Lands, Easements, and Rights of Ways owned by the Department that are under the stewardship of the Waterways Program.

1. Provide all Lands Easements and Rights of Ways that are required for the support of the, Waterways Program as outlined in the respective Project Cooperation Agreements (PCA's).
2. Keep up to date inventory of all properties and assets that are owned by the Department for Waterways interest.
3. Ensure that all Federal, State and Local stewardship laws as are being adhered to.
4. Work with the Office of Environment and Location in the formulation and implementation of a Long Term Management plan with respect to environmental stewardship issues.
5. Perform spot inspections of all GDOT owned properties. Note any evidence of environmental issues, trespassing, hunting, illegal activity, litter, or other issues of concern, and take the appropriate actions to remedy.
6. Provide "No Trespassing Signs" for all properties and ensure that signs are maintained.
7. Pay annual property taxes on properties that are in the State of South Carolina.
8. Conduct records research as necessary to validate property ownership.
9. Coordinate with the Division of General Council on all legal issues pertaining to the Waterways Programs and properties.
10. Coordinate with the USACE on sponsored Bird Tour, Feral Hog Control Events, or other Educational events.
11. Provide surveying and right of way acquisition services as needed to acquire or transfer ownership of Department owned property associated with the Waterways and Intermodal Programs.

J. Deliverables and Deadline for Task 5

1. Maintain up to date Excel spreadsheet of all DOT owned properties.
2. Provide written correspondence to Local, State, and Federal Agencies, and the general public in regards to all matters concerning properties under the stewardship of the Waterways Program.
3. Provide Draft legal documents, Easements, MOA's MOU's, Rights of Entries, etc., and provide to DOT Division of General Council for review and approval.
4. Provide Consent to Visit and Release All Claims form to individuals that enter DOT owned property.
5. In October of each year prepare AP Payment Request Form and transmittal letter for the Director of Intermodal's signature for the payment of Jasper County South Carolina property taxes. Ensure payment is made by January 15th of the following year

K. Task 6. Serve as Project Manager for the Savannah Harbor Expansion Project (SHEP)

1. Serve as the GDOT Project Manager, Subject Matter Expert, and Primary Point of Contact for the Savannah Harbor Expansion Project (SHEP).
2. Provide guidance, support, and advice to Departmental personnel in all matters related to SHEP.
3. Ensure the Department is fulfilling its obligations as non-Federal Sponsor as outlined in the terms and conditions of Project Partnership Agreement (PPA).
4. Act as Liaison between the US Army Corps of Engineers, and the Georgia Ports Authority in all matters pertaining to the SHEP.
5. Serve as member of the SHEP Project Delivery Team (PDT), and attend or call in to all weekly or special called PDT meetings.
6. Coordinate with the USACE and the GPA on any revisions and / or, amendments related to the PPA.
7. Provide plan review on all features of the SHEP to ensure that plans and specifications are logical, feasible and constructible. Work with the USACE and GPA to ensure project scope, schedule, and budget, and take measures to get project back on track if it falls off schedule.
8. Work with the Office of Right of Way on the acquisition of all Lands, Easements and Rights of Ways required for the different features of SHEP.
9. Work with the Office of Legal Services to ensure that the Departments interest is protected in all legal matters and agreements.

10. Request funding from the Georgia Ports Authority for the appropriate features of SHEP as outlined in the Memorandum of Understanding (MOU)
11. Work with the Office of Finance to ensure that funding received from the Georgia Ports Authority is properly accounted for.
12. Work with the Office of Environment and Location to ensure that all State stewardship laws and policies are being followed.
13. Work with various Interdepartmental Offices as necessary to ensure that the Department fulfills its obligations as outlined in the PPA.
14. Work with various other Federal and State agencies, and Local governments in all matters related to SHEP.
15. Maintain good relationships and be responsive to the needs of citizens that will be impacted by the different features of SHEP.
16. Conduct weekly inspections of the different features of SHEP to ensure that work is progressing within scope, schedule and budget.
17. Review monthly expenditures provided by the USACE, and advise the USACE and GPA of any discrepancies or errors.
18. Work with the Office of Procurement to obtain Professional Services through Contract or Task Order to support the Departments mission as it pertains to SHEP. Negotiate with consultants and/or contractors to ensure fair pricing for a quality service on all Contract or Task Order work.
19. Review and approve monthly Pay Request on contract or Task Order work through CMIS. Discuss any errors or omissions with consultant or contractor, and ensure that corrections are made prior to approval.
20. Monitor Project Funding Report (PFR) and ensure that adequate funding is available to support the needs of the project.
21. Submit to the USACE a request for Crediting which documents the costs incurred and work in-kind performed by the non-Federal sponsors (GDOT), for the *total cost of construction of the general navigation features* as outlined in the PPA, Article V, X & XIV.A . for the (SHEP).

L. Deliverables and Deadline for Task 6

1. Maintain a Diary for all features of SHEP to include all milestone dates, preconstruction meetings, date work began, all site inspections, instructions given and received, and final inspections. Provide a Punch List to the USACE of any outstanding items found on the Final Inspection of SHEP features.
2. Provide weekly update to upper staff on PDT meetings, call-in meetings, or other special called meetings.
3. Maintain written documentation of any revisions and / or, amendments related to the PPA.
4. Prepare DRAFT Legal Documents, Easements, MOA's, MOU's, Rights of Entry, etc., and provide to DOT Division of Legal Counsel for review and approval.
5. Provide plan review comments back to the USACE on their ProjNet system. Keep record of all comments on Word document maintained in appropriate feature folder in the Waterways Server.
6. Maintain current Excel Spreadsheet of Status of all Lands, Easements, and Rights of Ways related to SHEP Features.
7. Maintain file of Right of Way Options, Deeds, Plats, and Closing information associated with all properties acquired for SHEP.
8. Prepare appropriate Letter Requesting Funding from Georgia Ports Authority for the Director of Intermodals signature.
9. Prepare Scope of Services Exhibit to define the scope of Professional Services that may be required to support the Departments mission as it pertains to SHEP.
10. Maintain file with supporting documentation on all Professional Services Contract Task Order work and Pay Request on CMIS.
11. Prepare Crediting documents on the applicable USACE forms and criteria.

M. Task 7. Perform additional Special Intermodal Project Management Tasks as directed by the Administrator, Division of Intermodal.

1. Under the direction of the Administrator, Division of Intermodal, perform various duties as necessary to support the mission of the Division of Intermodal in the areas of Aviation, Rails, Transit, and Waterways.
2. Be able to fill critical gaps in the different areas of Intermodal.
3. Serve as Temporary Project Manager in the event that personnel resource position has been vacated.

4. Provide assistance as necessary to the Georgia DOT Aviation Office in its mission to assure a safe, adequate, and well-maintained system of public-use airports, promote and encourage the use of aviation facilities, guide airport development, and foster safer operating conditions at these facilities
5. Provide assistance as necessary to the Georgia DOT Transit Office in its mission to identify and support cost effective, efficient and safe transportation systems through the distribution and oversight management of Federal Transit Administration (FTA) grants.
6. Provide assistance as necessary to the Georgia DOT Rails Office to support its mission to implement the Rail Safety and Security Oversight Program, and the Georgia State Rail Program.

N. Deliverables and Deadline for Task 7

1. Deliverables and deadlines will consist of written and / or photographic documentation of the specifics of the assigned task as directed by the Administrator, Division of Intermodal on a case by case basis.
2. Deliverables and deadlines will be consistent with the existing policies, procedures, SOP's and deliverables for the respective Intermodal Office.

7. Related Key Team Leaders:

A. Waterways and Intermodal Project Manager
B. Surveying Manager
C. Right of Way Services Manager

EXHIBIT II
CERTIFICATION FORM

I, _____, being duly sworn, state that I am _____ (title) of _____

_____ (firm) and hereby duly certify that I have read and understand the information presented in the attached proposal and any enclosure and exhibits thereto.

Initial each box below indicating certification. The person initialing must be the same person who signs the Certification Form. (If unable to initial any box for any reason, place an "X" in the applicable box and attach a statement explaining the non-certification. The Department will review and make a determination as to whether or not the firm shall be considered further or disqualified).

☐ I further certify that to the best of my knowledge the information given in response to the Request for Qualifications is full, complete and truthful.

☐ I further certify that the submitting firm and any principal employee of the submitting firm has not, in the immediately preceding five (5) years, been convicted of any crime of moral turpitude or any felony offense, nor has had their professional license suspended, revoked or been subjected to disciplinary proceedings, nor is any team members/principals currently under indictment for any reason related to actions on public infrastructure projects.

☐ I further certify that I understand that Firms included on the current Federal list of firms suspended or debarred are not eligible for selection and that the submitting firm has not, in the immediately preceding five (5) years, been suspended or debarred from contracting with any federal, state or local government agency, and further, that the submitting firm is not now under consideration for suspension or debarment from any such agency.

☐ I further certify that the submitting firm has not in the immediately preceding five (5) years been defaulted in any federal, state or local government agency contract and further, that the submitting firm is not now under any notice of intent to default on any such contract, nor has been removed from a contract or failed to complete a contract as assigned due to cause or default.

☐ I further certify that the firm or any affiliate(s) has not been involved in any arbitration, litigation, mediation, dispute review board or other dispute resolution proceeding with a client, business partner, or government agency in the last five (5) years involving an amount in excess of $500,000 related to performance on public infrastructure projects.

☐ I further certify that there are not any pending regulatory inquiries that could impact our ability to provide services if we are the selected consultant.

☐ I further certify that there are no possible conflicts of interest created by our consideration in the selection process or by our involvement in the project.

☐ I further certify that the submitting firm's annual average revenue for the past five (5) years is sufficient to allow the services to be delivered effectively by our firm and that there are no trends in the revenue which may be concerning other than normal market fluctuations.

☐ I further certify that in regards to Audit and Accounting System Requirements, that the submitting firm:

I. Has an accounting system in place to meet requirements of 48 CFR Part 31 and, in the case of non-profit organizations, OMB Circular A-122.
II. Has submitted its yearly Certified Public Accountant overhead audit if it currently has an aggregate contract amount exceeding $250,000.
III. Has no significant outstanding deficient audit findings from previous contracts with GDOT that have not been resolved.
IV. Is responsible for being reasonably assured that all sub-consultant(s) presented as a part of the proposed team are similarly in compliance with the above requirements.

I acknowledge, agree and authorize, and certify that the proposer acknowledges, agrees and authorizes, that GDOT may, by means that either deems appropriate, determine the accuracy and truth of the information provided by the proposer and that the GDOT may contact any individual or entity named in the Statement of Qualifications for the purpose of verifying the information supplied therein.

I acknowledge and agree that all of the information contained in the Statement of Qualifications is submitted for the express purpose of inducing the GDOT to award a contract.

A material false statement or omission made in conjunction with this proposal is sufficient cause for suspension or debarment from further contracts, or denial or rescission of any contract entered into based upon this proposal thereby precluding the firm from doing business with, or performing work for, the State of Georgia. In addition, such false statement or omission may subject the person and entity making the proposal to criminal prosecution under the laws of the State of Georgia of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001 or 1341.

Sworn and subscribed before me

This _____ day of _____, 20___.

_____
Signature

_____
NOTARY PUBLIC

My Commission Expires: _____

_____
NOTARY SEAL

EXHIBIT III

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Consultant's Name:	
Address:	
Solicitation No./Contract No.:	**RFQ-484- 050916**
Solicitation/Contract Name:	**Intermodal and Waterways Special Project Manager**

CONSULTANT AFFIDAVIT

By executing this affidavit, the undersigned Consultant verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services on behalf of the Georgia Department of Transportation has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned Consultant will continue to use the federal work authorization program throughout the contract period and the undersigned Consultant will contract for the physical performance of services in satisfaction of such contract only with sub-consultants who present an affidavit to the Consultant with the information required by O.C.G.A. § 13-10-91(b). Consultant hereby attests that its federal work authorization user identification number and date of authorization are as follows:

_____ _____

Federal Work Authorization User Identification Number (EEV/E-Verify Company Identification Number) | Date of Authorization

_____

Name of Consultant

I hereby declare under penalty of perjury that the foregoing is true and correct

_____ _____

Printed Name (of Authorized Officer or Agent of Consultant) | Title (of Authorized Officer or Agent of Consultant)

_____ _____

Signature (of Authorized Officer or Agent) | Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 201_

_____ [NOTARY SEAL]

Notary Public

My Commission Expires: _____

Rev. 11/01/15

ATTACHMENT 1

Submittal Formats for GDOT Engineering Projects

		# of Pages Allowed
Cover Page	->	1
A. Administrative Requirements		
1. Basic Company Information a. Company name b. Company Headquarter Address c. Contact Information d. Company Website e. Georgia Addresses f. Staff g. Ownership		Excluded
2. Notarized Certification Form (Exhibit II) for Prime	->	1
3. Notarized Georgia Security and Immigration Compliance Act Affidavit (Exhibit III)	->	1
4. Signed Cover Page of any Addenda Issued	->	1 (each addenda)
B. Experience and Qualifications		
1. Project Manager a. Education b. Registration c. Relevant engineering experience d. Relevant project management experience e. Relevant experience using GDOT specific processes, etc.		2
2. Key Team Leader Experience a. Education b. Registration c. Relevant experience in applicable resource area d. Relevant experience using GDOT specific processes, etc.		1 (each)
3. Prime's Experience a. Client name, project location, and dates b. Description of overall project and services performed c. Duration of project services provided d. Experience using GDOT specific processes, etc. e. Clients current contact information f. Involvement of Key Team Leaders		2
C. Resources/Workload Capacity		
1. Overall Resources a. Organization chart	->	Excluded
b. Primary office to handle project and staff description of office and benefits of office c. Narrative on Additional Resource Areas and Ability		1
2. Project Manager Commitment Table	->	Excluded
3. Key Team Leaders Project commitment table	->	Excluded

SUBMISSION & PRESCREENING CHECKLIST

SOLICITATION #:	**RFQ 484-050916**
SOLICITATION TITLE:	**Intermodal/Waterways Special Project Manager Services**
SOLICITATION DUE DATE:	**May 9, 2016**
SOLICITATION TIME DUE:	**2:00pm**

No.	Consultants	Date	Time	Exhibit II - Certification	Exhibit III - GSICAA	Signed Addendum If Applicable	Compliant with Page # Limitations	Compliant with Required Format	Meets Required Area Classes	Comments
1	Moffatt & Nichol	**5/3/2016**	**11:01 AM**	x	x	n/a	x	x	n/a	
2	Barge Waggoner Sumner & Cannon, Inc.	**4/18/2016**	**9:55 AM**	x	x	n/a	x	x	n/a	

GDOT GUIDE FOR SELECTION COMMITTEE MEMBERS
RFQ 484-050916
Intermodal/Waterways Special PM Services

This ENTIRE GUIDE must be reviewed carefully by all Selection Committee Members BEFORE the evaluation of submittals.

Coordination and Communication

Rhonda Badgett will coordinate the overall submittal evaluation process and serve as Facilitator of any Selection Committee Meetings through the completion of the evaluation. All Committee members will be provided copies of submittals and related information, and will be notified of any proposed (if applicable) meetings, conference calls, and deadlines. IMPORTANT- *All written communication* (e-mails, memos, scoresheets, handwritten notes in SOQs, etc.) related to the evaluation can be subject to public record. Therefore, all such communication should be limited to objective and verifiable information.

Evaluation Process

The evaluation and scoring will be handled in two phases. Phase I will be the evaluation of the written Statements of Qualifications received from all respondents. Phase II will be the evaluation of the written responses from the Finalists. The scoring for the Finalists will be carried forward from Phase I and added to the scores from Phase II to determine the highest ranked Finalists and hence with whom negotiations will be initiated. The criteria to be utilized in the evaluation and scoring are as follows:

Phase I

- **PM, Key Team Leader(s), and Prime's Experience and Qualifications – (30% or 300 Points)**
- **PM, Key Team Leader(s), and Prime's Resources and Workload Capacity – (20% or 200 Points)**

Phase II

- **Technical Approach – (40% or 400 Points)**
- **Past Performance – (10% or 100 Points)**

Phase I
Evaluation of Statements of Qualifications

Evaluation of Eligible Submittals

Submittals determined eligible must be read thoroughly with careful attention to the presence of required submittal content. The reader should keep the evaluation criteria in mind when assessing each submittal. As Reviewers read the responses, they will determine the rating for each criteria as follows:

- Poor = Does Not have minimum qualifications/availability
- Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects
- Adequate = Meets minimum qualification/availability and is generally capable of performing work
- Good = More than meets minimum qualifications/availability and exceeds in some aspects
- Excellent = Fully meets qualifications/availability and exceeds in several or all areas

Directions for use of the Evaluation Preliminary Scoring Forms:

Scoring forms will be distributed to all Selection Committee members along with copies of submittals which were received and validated. Evaluators will have the option of using the hard copy forms or an electronic version of the form. However, to ensure that Open Records Request can be filled in compliance with the law, Evaluators who choose to use the electronic version of the form should only maintain one version of the form and must provide the electronic version of the form to Procurement. Each evaluator will use their numbered scoring form for scoring all submittals. Evaluators must ensure that the name of the Firm being evaluated is written in the appropriate box to identify the Firm to whom the ratings and comments belong. Using the criteria categories in **Evaluation of Eligible Submittals** above, each submittal will be

given a **preliminary score** for each of the criteria. The Reviewer should provide comments for each section which support the rating. Reviewers should not seek to write down everything that the submittal contains. Rather, Reviewers should first determine the rating and then answer why they feel the rating is warranted.

The review, preliminary scoring, and comments MUST be completed prior to the Selection Committee Meeting and must be sent to the Procurement Facilitator by the deadline given in order to make efficient and effective usage of all Selection Committee Members time.

SPECIAL INSTRUCTIONS FOR EVALUATING AVAILABILITY

Through working with the consultant industry, they asked that when considering their availability, we consider more than merely the number of projects they have listed. With this in mind we have allowed space in their SOQ for the respondents to provide a narrative in their ability. This narrative will allow them to discuss how the organization of the team, including the PM and Key Team Leaders can deliver the project on schedule given their workload capacity. It also recognizes that some individuals may be able to meet the schedule while carrying heavier project workloads and allows them to discuss the advantages of their team and the abilities of their team members which will enable the project to meet the proposed schedule. If there is no schedule provided, they can discuss the advantages of the team and abilities of the team members which will enable the project to move as expeditiously as possible. You MUST consider this narrative along with the workload table when rating the SOQs. You MUST NOT merely look at the workload table solely for making the rating decision.

Evaluation Meeting:

All completed Scoring Forms with the preliminary scores and comments for each criteria of each firm, must be brought to the Selection Committee Meeting planned for Monday, May 23, 2016. The completed forms must be turned in at the conclusion of the meeting.

Prior to the meeting, the Facilitator will use the scores and subsequent ranks to determine where the majority of the discussion should be focused. Generally, the majority of the discussion will center on the top submittals. The Selection Committee will discuss and determine a final committee rating for each criteria and will provide summary comments as to why the Committee feels the rating is warranted.

The final rankings will be used to determine the three to five Finalists who will proceed and have their scores carried forward to Phase II of the evaluation.

It is important to note, that all evaluation scoring, notes, and comments will be subject to open records and there is a very high likelihood they will be reviewed by a wide variety of individuals. For this reason, it is extremely important to adhere to all guidelines and suggestions contained in this Guide for Selection Committee Members.

Phase II

Evaluation of Technical Approach and Past Performance

- Finalists will be required to submit a written response which must detail the Technical approach (including design concepts and use of alternative methods).

- Past Performance - Procurement will be checking references and will provide the results of the reference checks to the Selection Committee. The Selection Committee will also be allowed to bring any information for consideration they have available regarding the Firm's performance on any project/contract.

Submittals and Past Performance information must be read/considered thoroughly with careful attention to the presence of required submittal content. The reader should keep the evaluation criteria in mind when assessing each submittal. As Reviewers read the responses, they will make notes in the submittals and must be prepared to discuss their position in the Selection Committee Meeting for Phase II. **The review and notes MUST be completed prior to the Selection Committee Meeting.**

Evaluation Meeting:

All notes must be brought to the Selection Committee Meeting planned for Friday, June 17, 2016. The Selection Committee will discuss and determine a final committee rating for each criteria and will provide summary comments as to why the Committee feels the rating is warranted. The Committee will assign the following ratings:

- Poor = Does Not have minimum qualifications/availability
- Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects
- Adequate = Meets minimum qualification/availability and is generally capable of performing work
- Good = More than meets minimum qualifications/availability and exceeds in some aspects
- Excellent = Fully meets qualifications/availability and exceeds in several or all areas

FINAL SCORING AND SELECTION

The scores from Phase I and Phase II will be added together and a final overall ranking will be determined and provided for Selection Committee approval.

GDOT SELECTION COMMITTEE SCORING AND OVERALL RANKING OF TOP SUBMITTALS FOR PHASE I

Solicitation Title:	***Intermodal/Waterways Special Project Manager Services***	1	Moffatt & Nichol
Solicitation #.	***RFQ 484-050916***	2	Barge Waggoner Sumner & Cannon, Inc

PHASE I - Individual Committee Member Scoring and Overall Ranking based on Published Criteria FOR TOP TEN SUBITTALS

(This Page For GDOT Use)

SUBMITTING FIRMS	(RANKING) Score	Group Ranking
Moffatt & Nichol	**425**	**1**
Barge Waggoner Sumner & Cannon, Inc.	**200**	**2**

Evaluation Criteria ——————→

	Experience and Qualifications	Resources availability and Workload Capacity	Scores and Group Ranking	
Maximum Points allowed =	***300***	***200***		
SUBMITTING FIRMS	▼	▼	Total Score	Ranking
Moffatt & Nichol	Good	Excellent	425	1
Barge Waggoner Sumner & Cannon, Inc	Adequate	Marginal	200	2
Maximum Points allowed =	***300***	***200***	***500 %***	

Phase 1 - Summary Comments

RFQ	RFQ 484-050916	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Moffatt & Nichol	# of Evaluators	
Experience and Qualifications		Assigned Rating	Good
Firm has harbor experience. Project manager has a great deal of experience that mirrors the requirements advertised. Prime's experience indicated prior work with ports authority under 12 year contract. Working on Jasper Ocean Terminal project. Have a current contract with Georgia Ports Authority (GPA) and new multi-state project. Prime has completed other intermodal projects in Alabama and California. Firm has office in Savannah.			
Resources availability and Workload Capacity		Assigned Rating	Excellent
Project manager is available 100% for this project. Has no current projects that will limit his availability.			

RFQ	RFQ 484-050916	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Barge Waggoner Sumner & Cannon, Inc.	# of Evaluators	
Experience and Qualifications		Assigned Rating	Adequate
Did not see any waterway experience for Project Manager only airport/aviation. All of projects listed by prime were aviation-showed no waterway projects and experience. Key team leader shows experience with waterways.			
Resources availability and Workload Capacity		Assigned Rating	Marginal
Project Manager shows 80 hours availability but without waterways experience this could present potential issues/problems toward his effectiveness on project.			

SELECTION OF FINALISTS

RFQ-484-050916
Intermodal/Waterways Special
Project Manager Services

The Georgia Department of Transportation is pleased to announce the selection of the following firms as finalists regarding the above RFQ:

Barge, Waggoner, Sumner and Cannon, Inc.
Moffatt & Nichol, Inc.

Russell R. McMurry, P.E., Commissioner

GEORGIA DEPARTMENT OF TRANSPORTATION

One Georgia Center, 600 West Peachtree Street, NW
Atlanta, Georgia 30308
Telephone: (404) 631-1000

May 17, 2016

NOTICE TO SELECTED FINALISTS

To: Barge, Waggoner, Sumner and Cannon, Inc.; Moffatt & Nichol, Inc.

Please send an e-mail confirming receipt of this notice to Rhonda Badgett (rbadgett@dot.ga.gov).

Re: RFQ-484-050916 – Intermodal/Waterways Special Project Manager Services

On behalf of the Selection Committee for the Request for Qualifications (RFQ) referenced above, we congratulate you and your firm on being selected as a finalist for further consideration. This notice shall serve as an official request for additional required information and action from finalists. **Please refer to the original solicitation (RFQ-484-050916), pages 7 - 8, VII. Instructions for Preparing Project Approach and Past Performance Response – Phase II Response, A & B and pages 9 - 10, IX. Instructions for Submittal for Phase II – Project Approach and Past Performance Response, A-D for instructions to submit your package.** As a finalist, your firm is required to comply with the written instructions and remaining schedule below:

A. Project Approach - 40%

This information will be limited to a maximum of three (3) pages.

Furnish information that may serve to differentiate your firm from other firms and evidence of the firm's fit to the project and/or needs of GDOT, including:

1. Project approach to delivering Intermodal and Waterways Program and Project Management Services.
2. Provide any specific qualifications, skills, or knowledge which your firm has which could benefit the project, and your ability and willingness to meet time requirements.

B. Past Performance - 10%

No additional information should be submitted to fulfill this requirement. Information from the relevant projects listed as well as information on file with the Department will be used to fulfill this requirement.

Remaining Schedule

1. GDOT completes evaluation and issues notification and other information to finalist firms.	5/17/2016	----------
2. Deadline for submission of written questions from finalists (e-mail preferred)	5/20/2016	2:00 PM
3. GDOT Receives Submittals I and 2 for Phase II	5/31/2016	2:00 PM

C. Finalist Selection

Final selection will be determined by carrying the scores from **Phase I** forward for each Finalist and by evaluating the **Technical Approach** and **Past Performance** criteria for **Phase II**. For each evaluator, the points assigned to each criterion will be totaled and a rank will be determined. The rankings of all evaluators will be totaled for each finalist in order to determine the sum of the individual rankings. The finalists will be ranked in descending order of recommendation using the sum of individual rankings from the Selection Committee members. Should a tie exist for the highest ranking firm on the contract/project, and qualifications appear to be equal, the Selection Committee shall defer to the sum of the individual points and the award shall be made to the finalist with the highest sum.

Negotiations will then be initiated with the top-ranked firm to finalize the terms and conditions of the contract, including the fees to be paid. In the event a satisfactory agreement cannot be reached with the highest-ranking firm, GDOT will formally terminate the negotiations in writing and possibly enter into negotiations with the second highest-ranking firm, and so on in turn until a mutual agreement is established and GDOT awards a contract. The final form of the contract shall be developed by GDOT.

Please address any questions you may have to Rhonda Badgett, and congratulations, again, to each of you!

Rhonda Badgett
rbadgett@dot.ga.gov
404-631-1431

SUBMISSION & PRESCREENING CHECKLIST

SOLICITATION #:	RFQ 484-050916
SOLICITATION TITLE:	Intermodal/Waterways Special Project Manager Services
SOLICITATION DUE DATE:	May 31, 2016
SOLICITATION TIME DUE:	2:00pm

No.	Consultants	Date	Time	Compliant with Page # Limitations
1	Moffatt & Nichol	5/27/2016	10:42 AM	x
2	Barge Waggoner Sumner & Cannon, Inc.	5/27/2016	10:47 AM	x

GDOT SELECTION COMMITTEE SCORING AND OVERALL RANKING OF SUBMITTALS

Solicitation Title	*Intermodal/Waterways Special Project Manager Services*	1	Moffatt & Nichol
Solicitation #	*RFQ 484-050916*	2	Barge Waggoner Sumner & Cannon, Inc.

PHASE I AND PHASE II -Individual Committee Member Scoring and Overal Ranking based on Published Criteria

(This Page For GDOT Use)

SUBMITTING FIRMS	(RANKING) Sum of Total Score	Group Ranking
Moffatt & Nichol	825	1
Barge Waggoner Sumner & Cannon, Inc.	325	2

Evaluation Criteria →

	PHASE I		PHASE II			
	Experience and Qualifications	Resources availability and Workload Capacity	Technical Approach - Suitability	Past Performance	Group Scores and Ranking	
Maximum Points allowed =	***300***	***200***	***400***	***100***		
SUBMITTING FIRMS	▼	▼	▼	▼	Total Score	Ranking
Moffatt & Nichol	Good	Excellent	Good	Excellent	825	1
Barge Waggoner Sumner & Cannon, Inc	Adequate	Marginal	Marginal	Marginal	325	2
Maximum Points allowed =	***300***	***200***	***400***	***100***	***1000***	%

RFQ 484-050916

Phase 2 - Summary Comments

RFQ	RFQ 484-050916	PHASE 2 SUMMARY COMMENTS	
Firm	Moffatt & Nichol		
Technical Approach		Assigned Rating	Good

Evaluators agree firms Technical Approach is good. Technical Approach shows firm has significant technical expertise with waterways and have existing established relationship with the port and Corps of Engineers. Designated project manager has extensive experience/expertise in management of waterways (recently retired from that position). Firm has office in Savannah and more than sufficient staff available to perform tasks for project.

Past Performance	Assigned Rating	Excellent

Evaluators agree firms past performance is excellent. Past performance indicates on-going similar work experience on waterway projects in Georgia and Alabama.

RFQ	RFQ 484-050916	PHASE 2 SUMMARY COMMENTS	
Firm	Barge Waggoner Sumner & Cannon, Inc.		
Technical Approach		Assigned Rating	Marginal

Evaluators agree firms Technical Approach is marginal. Firm offered no firm/staff experience in waterways management/development. Experience highlighted in Technical Approach was totally related to aviation.

Past Performance	Assigned Rating	Marginal

Evaluators agree firms past performance is marginal. Projects provided were outside the scope of this project- did not provide any waterway projects for evaluation.

RFQ 484-050916
Intermodal/Waterways Special PM Services

Past Performance Check - Notes for
Moffatt & Nichol

Reference A

Firm Name	State of Alabama, Port Authority		
Project Name	Port of Mobile Development Program		
Project Manager	Robert Harris, P. E.	**Title**	VP-Environmental & Program Management
Contact Information	251-441-7253		
	Reference Questions		**Score**
	1. Rate the firm's quality of leadership in Project Management for your project.		10
	2. Rate the overall services of the firm's staff for the duration of the project.		10
	3. Rate the firm's ability to meet the established project goals.		9
	4. Rate the firm's technical assistance in program management		10
	5. Rate the overall success of the project thus far.		10
Comments	Working on multi-year project since 2002. Works well with organization. Good team that is proactive and communicative.		

Reference B

Firm Name	Georgia Ports Authority, Savannah, GA		
Project Name	GA Ports Authority Project Management		
Project Manager	Christopher Novack	**Title**	Director - Engineering & Facilities Maintanance
Contact Information	912-964-3922		
	Reference Questions		**Score**
	1. Rate the firm's quality of leadership in Project Management for your project.		9
	2. Rate the overall services of the firm's staff for the duration of the project.		9
	3. Rate the firm's ability to meet the established project goals.		9
	4. Rate the firm's technical assistance in program management		9
	5. Rate the overall success of the project thus far.		9
Comments	Performance excellent for firm and team. Proactive. Continuing service contract.		

RFQ 484-050916
Intermodal/Waterways Special PM Services
Past Performance Check - Notes for
Barge Waggoner

Reference A

Firm Name	City of Dalton, Georgia		
Project Name	Dalton Municipal Airport		
Project Manager	Ty Ross	**Title**	City Manager
Contact Information	706-529-2404		
	Reference Questions		**Score**
	1. Rate the firm's quality of leadership in Project Management for your project.		10
	2. Rate the overall services of the firm's staff for the duration of the project.		10
	3. Rate the firm's ability to meet the established project goals.		10
	4. Rate the firm's technical assistance in program management		10
	5. Rate the overall success of the project thus far.		10
Comments	PM experience with airports very helpful. Assigned engineer (Mark Counts) has worked with airports for an extended number of years and experience is/was beneficial on this project.		

Reference B

Firm Name	City of LaFayette, Georgia		
Project Name	Barwick-LaFayette Airport		
Project Manager	David Hamilton	**Title**	City Manager
Contact Information	706-639-1501		
	Reference Questions		**Score**
	1. Rate the firm's quality of leadership in Project Management for your project.		8
	2. Rate the overall services of the firm's staff for the duration of the project.		8
	3. Rate the firm's ability to meet the established project goals.		7
	4. Rate the firm's technical assistance in program management		9
	5. Rate the overall success of the project thus far.		7
Comments	Overall firm is knowledgeable and professional. Very responsive and experienced. City personnel has high level of confidence in this firm and its personnel.		

Reference Check Summary for
RFQ 484-050916
Intermodal/Waterways Special PM Services

Questions (to be answered on 1-10 scale, 10 indicates best)	**Moffatt & Nichol**	**Barge Waggoner**
1. Rate the firm's quality of leadership in Project Management for your project.		
Reference A	10	10
Reference B	9	8
Section Average	9.50	9.00
2. Rate the overall services of the firm's staff for the duration of the project.		
Reference A	10	10
Reference B	9	8
Section Average	9.50	9.00
3. Rate the firm's ability to meet the established project goals.		
Reference A	9	10
Reference B	9	7
Section Average	9.00	8.50
4. Rate the firm's technical assistance in program management		
Reference A	10	10
Reference B	9	9
Section Average	9.50	9.50
5. Rate the overall success of the project thus far.		
Reference A	10	10
Reference B	9	7
Section Average	9.50	8.50
Overall Average	**9.40**	**8.90**

SAM Search Results
List of records matching your search for :

Search Term : "Moffatt & Nichol Inc.*
Record Status: Active

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 142671689 +4: CAGE Code: 3QWS5 DoDAAC:

Expiration Date: Jul 19, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 800 WORLD TRADE CTR
City: NORFOLK State/Province: VIRGINIA
ZIP Code: 23510-1679 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 005392001 +4: CAGE Code: 1PLX4 DoDAAC:

Expiration Date: Jul 13, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1660 HOTEL CIR N STE 500
City: SAN DIEGO State/Province: CALIFORNIA
ZIP Code: 92108-2802 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 859600228 +4: CAGE Code: 1YNY7 DoDAAC:

Expiration Date: Feb 17, 2017 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 3780 KILROY AIRPORT WAY STE 600
City: LONG BEACH State/Province: CALIFORNIA
ZIP Code: 90806-6825 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 175375765 +4: CAGE Code: 1NU75 DoDAAC:

Expiration Date: Jun 28, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 2185 N CALIFORNIA BLVD # 500
City: WALNUT CREEK State/Province: CALIFORNIA
ZIP Code: 94596-3543 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 012173725 +4: CAGE Code: 1PLX1 DoDAAC:

Expiration Date: Jul 7, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1100 BOULDERS PKWY STE 350
City: RICHMOND State/Province: VIRGINIA
ZIP Code: 23225-4060 Country: UNITED STATES

ENTITY Moffatt & Nichol, Inc Status:Active

DUNS: 078577000 +4: CAGE Code: 6Y5D5 DoDAAC:

Expiration Date: Jul 21, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 880 H St Ste 208
City: Anchorage State/Province: ALASKA
ZIP Code: 99501-3450 Country: UNITED STATES

ENTITY MOFFATT & NICHOL, INC. Status:Active

DUNS: 783792190 +4: CAGE Code: 531T8 DoDAAC:

Expiration Date: Jul 14, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1025 GREENWOOD BLVD STE 371
City: LAKE MARY State/Province: FLORIDA
ZIP Code: 32746-5424 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 142671564 +4: CAGE Code: 3QWU9 DoDAAC:

Expiration Date: Jun 28, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 301 MAIN ST
City: BATON ROUGE State/Province: LOUISIANA
ZIP Code: 70801-1916 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 859621463 +4: CAGE Code: 3C072 DoDAAC:

Expiration Date: Jul 9, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 11011 RICHMOND AVE STE 200
City: HOUSTON State/Province: TEXAS
ZIP Code: 77042-6720 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 789933538 +4: CAGE Code: 1PLX0 DoDAAC:

Expiration Date: Jun 29, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 2700 LIGHTHOUSE POINT STE 501
City: BALTIMORE State/Province: MARYLAND
ZIP Code: 21224-4795 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 801450102 +4: CAGE Code: 538B8 DoDAAC:

Expiration Date: Jul 12, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1905 A MISSION ST STE 6
City: VICKSBURG State/Province: MISSISSIPPI
ZIP Code: 39180-0000 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 142671440 +4: CAGE Code: 3QWU4 DoDAAC:

Expiration Date: Jun 25, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 2 E BRYAN ST STE 501
City: SAVANNAH State/Province: GEORGIA
ZIP Code: 31401-2639 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 015350572 +4: CAGE Code: 1PLX5 DoDAAC:

Expiration Date: Jul 8, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 104 W 40TH ST 14TH FL
City: NEW YORK State/Province: NEW YORK
ZIP Code: 10018-3660 Country: UNITED STATES

ENTITY MOFFATT & NICHOL INC. Status:Active

DUNS: 027283303 +4: CAGE Code: 1PLX2 DoDAAC:

Expiration Date: Jun 30, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1509 W SWANN AVE STE 225
City: TAMPA State/Province: FLORIDA
ZIP Code: 33606-2511 Country: UNITED STATES

ENTITY	MOFFATT & NICHOL INC.		Status:Active
DUNS: 033996026	+4:	CAGE Code: 1NW66	DoDAAC:
Expiration Date: Jun 29, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 1616 E MILLBROOK RD # 160			
City: RALEIGH		State/Province: NORTH CAROLINA	
ZIP Code: 27609-4968		Country: UNITED STATES	

STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION

NOTICE OF PROFESSIONAL CONSULTANT QUALIFICATION

You are qualified to provide Consulting Services to the Department of Transportation for the area-classes of work checked below. Notice of qualification is not a notice of selection.

NAME AND ADDRESS	ISSUE DATE	DATE OF EXPIRATION
Moffatt & Nichol 1201 Peachtree Street NE, Suite 1106 Atlanta, GA 30361	6/1/16	1/31/19

SIGNATURE

1. Transporation Planning

X	1.01	State Wide Systems Planning
X	1.02	Urban Area and Regional Transportation Planning
	1.03	Aviation Systems Planning
	1.04	Mass and Rapid Transportation Planning
X	1.05	Alternate System and Corridor Location Planning
	1.06	Unknown
X	1.06a	NEPA Documentation
	1.06b	History
	1.06c	Air Studies
	1.06d	Noise Studies
X	1.06e	Ecology
	1.06f	Archaeology
	1.06g	Freshwater Aquatic Surveys
	1.06h	Bat Surveys
X	1.07	Attitude, Opinion and Community Value Studies
X	1.08	Airport Master Planning
X	1.09	Location Studies
	1.10	Traffic Studies
	1.11	Traffic and Toll Revenue Studies
X	1.12	Major Investment Studies
X	1.13	Non-Motorized Transportation Planning

2. Mass Transit Operations

	2.01	Mass Transit Program (Systems) Management
X	2.02	Mass Transit Feasibility and Technical Studies
	2.03	Mass Transit Vehicle and Propulsion System
	2.04	Mass Transit Controls, Communications and Information Systems
	2.05	Mass Transit Architectural Engineering
	2.06	Mass Transit Unique Structures
	2.07	Mass Transit Electrical and Mechanical Systems
	2.08	Mass Transit Operations Management and Support Services
X	2.09	Aviation
	2.10	Mass Transit Program (Systems) Marketing

3. Highway Design Roadway

X	3.01	Two-Lane or Multi-Lane Rural Generally Free Access Highway Design
X	3.02	Two-Lane or Multi-Lane with Curb and Gutter Generally Free Access Highways Design Including Storm Sewers
X	3.03	Two-Lane or Multi-Lane Widening and Reconstruction, with Curb and Gutter and Storm Sewers in Heavily Developed Commercial, Industrial and Residential Urban Areas
X	3.04	Multi-Lane, Limited Access Expressway Type Highway Design
X	3.05	Design of Urban Expressway and Interstate
X	3.06	Traffic Operations Studies
X	3.07	Traffic Operations Design
	3.08	Landscape Architecture

3. Highway Design Roadway (Continued)

	3.09	Traffic Control Systems Analysis, Design and Implementation
X	3.10	Utility Coordination
	3.11	Architecture
X	3.12	Hydraulic and Hydrological Studies (Roadway)
X	3.13	Facilities for Bicycles and Pedestrians
	3.14	Historic Rehabilitation
	3.15	Highway Lighting
	3.16	Value Engineering
	3.17	Design of Toll Facilities Infrastructure

4. Highway Structures

X	4.01a	Minor Bridges Design
	4.01b	Minor Bridge Design CONDITIONAL
X	4.02	Major Bridges Design
	4.03	Complex Bridge
X	4.04	Hydraulic and Hydrological Studies (Bridges)
X	4.05	Bridge Inspection

5. Topography

	5.01	Land Surveying
	5.02	Engineering Surveying
	5.03	Geodetic Surveying
	5.04	Aerial Photography
	5.05	Aerial Photogrammetry
	5.06	Topographic Remote Sensing
	5.07	Cartography
	5.08	Subsurface Utility Engineering

6. Soils, Foundation & Materials Testing

	6.01a	Soil Surveys
	6.01b	Geological and Geophysical Studies
	6.02	Bridge Foundation Studies
X	6.03	Hydraulic and Hydrological Studies (Soils and Foundation)
	6.04a	Laboratory Materials Testing
	6.04b	Field Testing of Roadway Construction Materials
	6.05	Hazard Waste Site Assessment Studies

8. Construction

	8.01	Construction Supervision

9. Erosion and Sedimentation Control

X	9.01	Erosion, Sedimentation, and Pollution Control and Comprehensive Monitoring Program
	9.02	Rainfall and Runoff Reporting
X	9.03	Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations

SELECTION OF FIRM FOR NEGOTIATIONS

RFQ-484-050916

Intermodal and Waterways Special Project Manager Services

The Georgia Department of Transportation is pleased to announce the selection of the following firm for the purpose of initiating negotiations regarding the above RFQ:

Moffatt & Nichol, Inc.