DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA

INTERDEPARTMENT CORRESPONDENCE

July 14, 2015

RFQ #: 484-061615
RFQ Title: General Transit Consulting Services, Statewide

FROM: Darlene Parker, 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 and Comments – 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 five (5) highest firms in order of ranking are as follows:

1. **AECOM Technical Services, Inc.**
2. **HNTB Corporation**
3. **Parsons Brinckerhoff, Inc.**
4. **HDR Engineering, Inc.**
5. **Parsons Transportation Group, Inc.**

The Selection Committee recommends the selection of the top ranked firm, AECOM Technical Services, Inc.

Concurrence with Award from Responsible Division Director:

Carol Comer, Director of Intermodal Division

Certification Procurement Requirements Met:

Treasury Young, Procurement Administrator

DJP:kcm

Attachments

Date Posted May 15, 2015

Georgia Department of Transportation

Request for Qualifications

To Provide

General Transit Consulting Services

RFQ-484-061615
Qualifications Due: June 16, 2015

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

v. 3-24-15

REQUEST FOR QUALIFICATIONS
484-061615

General Transit Consulting Services

I. General Project Information

A. Overview

The Georgia Department of Transportation (GDOT) is soliciting Statements of Qualifications (SOQ) from qualified firm(s) or organization(s) to provide Consultant Services for the Statewide Transit Program.

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 proposals 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 Consultant Plan Proposals, 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 general transit consulting 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),

it is the Department's intention that the Agreements will remain in effect for up to a maximum of five (5) years. The Department will only consider an extension beyond five (5) years in the event that a specific task order will not be completed within the original term of the Agreement, if determined to be in the Department's best interests. The Department will monitor task orders closely and will seek to only assign task orders which can be completed within the term of the Agreement.

F. Contract Amount

The On-Call, Indefinite Delivery Indefinite Quantity contract(s) will have a minimum of $25,000.00 and a maximum of $12,000,000.00. 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-484-061615. 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.

All firms must meet the minimum requirements as listed in **Section IV.A.** below.

C. Finalist Notification for Phase II

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

D. Phase II - Finalists Response on Technical 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 **Technical 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.

PHASE I	DATE	TIME
a. GDOT issues public advertisement of **RFQ -484- 061615**	5/15/2015	---------
b. Deadline for submission of written questions and requests for clarification	5/29/2015	2:00 PM
c. Deadline for submission of Statements of Qualifications	6/16/2015	2:00 PM
d. GDOT completes evaluation and issues notification and other information to finalist firms	TBD	
PHASE II		
e. Deadline for submission of written questions from finalists	TBD	2:00 PM
f. Phase II Response of Finalist firms due	TBD	TBA

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

A. Area Class Requirements and Certification

Presented teams must be prequalified in the indicated Area Class(es) in order to be evaluated. Required proof of prequalification shall be submitted as indicated in **Section VI.B.4.** below. All Submittals will be pre-screened to verify that the Prime consultant has the required Area Class(es) and that the overall team has the required Area Class(es). Any submittal in which the Prime consultant or the overall team area class requirements are not met will be disqualified from further consideration.

Each submittal will require a certification to allow the Department to analyze risks in determining if any Firm should be ineligible for award. The certification shall cover a wide variety of information. Any firm which responds in any potentially concerning manner must provide additional information as directed herein for consideration by GDOT to determine if Firm is eligible for award.

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:**

- Project Manager education, relevant registration and/or certifications, relevant transit experience, relevant project management experience, experience in utilizing GDOT specific processes, manuals, or guidance.

- Key Team Leaders' education, relevant registration and/or certifications, relevant technical experience, and relevant experience in utilizing GDOT specific processes, manuals, or guidance.

- Prime Consultant's experience for the previous five (5) years 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:**

- Project Manager Workload
- Workload capacity of Key Team Leader(s)
- Resources dedicated to delivering project
- Ability to Meet Project Schedule

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

A. Technical Approach – 40%

The Selection Committee will evaluate the shortlisted firms (Finalists) on their Technical 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)**:

- Technical approach to delivering the project.
- 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. Registration and Certifications (if necessary and applicable).
   c. Relevant transit 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 AND FTA specific processes, manuals, or guidance (Plan Development Process, Design Policy, Environmental Procedures Manual, 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 and Certifications (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 AND FTA specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual, etc.) which are specific to the key team leader's area.

   This information is limited to one page maximum for each Key Team Leader identified in Section 7 of each Exhibit I. Respondents submitting more than one page for each Key Team Leader identified will be subject to disqualification.

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 for the previous five (5) years. 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 AND FTA specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual, 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.

4. Area Class Summary Form and Notice of Professional Consultant Qualifications - Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their sub-consultants, who are considered team members. Prime Consultants and their sub-consultant team members must meet the Area Class requirements listed in Exhibit I for each project on which they apply. In regards to the required Area Classes, for each project/contract on which they apply, respondents should submit a summary form (example provided in Exhibit IV) which details the required area classes for the Prime Consultant and all sub-consultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes and firm's meeting the area classes listed on the summary form must meet all required area classes or the team will be disqualified. If a team member's prequalification will expire prior to the due date of the SOQs, documentation must be provided which shows that the firm has submitted its application for prequalification prior to the SOQ due date. The team must maintain its prequalification certification in order to be considered eligible for award if selected. **Additionally, respondents should submit the Notice of Professional Consultant Qualifications (for the Prime Consultant and all sub-consultants for each project) issued by GDOT and attach after the Area Class summary form.**

   This information is limited to the one page for the Area Class table (unless the project needs require an extensive list of area classes) and the required Notice of Professional Consultant Qualifications.

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

3. Key Team Leader Project Commitment Table - Provide a table similar to the below, with a minimum of all criteria indicated, which identifies ALL projects the Key Team Leaders (refer to the Project Description in **Exhibit I**, specifically **Section 7** for the list of Key Team Leaders for each Project) are committed on to enable the Department to ascertain the available capacity.

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

This information is limited to the organization chart, one page of text (for the Primary Office and Narrative on Ability discussion), and the tables.

VII. Instructions for Preparing Technical 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. Technical Approach

Provide any unique technical approaches your firm offers relative to addressing anticipated design concepts, use of any alternative methods for delivery (if applicable), and/or management of the project. Identify any unique challenges of the project and how your firm intends to mitigate these challenges, including quality control, quality

assurance procedures. Provide any specific qualifications, skills, knowledge of the project and project area which may uniquely benefit the firm and project.

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 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 484-061615 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: Karen Mims
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: **Karen Mims, e-mail: kmims@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 – Technical 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 Technical Approach and Past Performance Response – Phase II Response.** Respondents must submit one original and five 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 dis qualification**.

C. Submittals must be sealed in an opaque envelope or box, and reference **RFQ 484- 061615 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: Karen Mims
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: **Karen Mims, e-mail: kmims@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.

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. **Project Number(s):** **N/A**
2. **PI Number(s):** **N/A**
3. **County(ies):** **Statewide**
4. **Description:** **Statewide Transit Consulting Services**
5. **Required Area Classes:**

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their sub-consultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or sub-consultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all sub-consultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant** **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.01	Statewide Systems Planning
1.02	Urban Area and Regional Transportation Planning
1.04	Mass and Rapid Transportation Planning
2.02	Mass Transit Feasibility and Technical Studies

The **Team** (either the Prime Consultant and/or one or more of their sub-consultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
1.06(g)	Freshwater Aquatic Surveys
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)
1.10	Traffic Analysis
2.02	Mass Transit Feasibility and Technical Studies
2.05	Mass Transit Architectural Engineering
2.06	Mass Transit Unique Structures
2.07	Mass Transit Electrical and Mechanical System
2.10	Mass Transit Program (Systems Marketing)

6. **Scope:**

The Consultant shall provide professional services to assist the state in providing maximum oversight of federal transit programs. The selected firm will assist the Department by working with our transit staff and subrecipients at all levels of the program including, but not limited to: the development of grants and budgets; monitoring grants provided to our subrecipients; and provide assistance in such areas as the rules, regulations, and laws related to state and federal transit programs, best practices, and project management to include transit construction projects,

capital acquisition projects, projects to provide financial operating assistance, and design of transit construction projects. The Department may require from time to time that members of the Consultant's team conduct work on this contract in our office located at 600 West Peachtree St., Atlanta, GA 30303. The Consultant's team members from time to time may be required to work in an extension of staff capacity to assist the Department in the timely delivery of the Transit Program's responsibilities.

The firm will also be required to assist the Department in updating its State Management Plan and other Standard Operating Procedures for administering Federal Transit Administration (FTA) 5311, 5307 and 5303 programs; assisting with annual National Transit Database Reporting; and management of the Department's contract for statewide transit dispatching software.

In addition, the firm may be tasked with developing plans and guides for the Department that will assist in the implementation of the Statewide Transit Program. This may include but is not limited to:

A. Rural Human Services Transportation Plan.
B. Mobility Management.
C. Statewide Transit Plan.
D. Commuter Rail Planning and Environmental Studies.
E. Transit Economic Impact Studies.
F. Intermodal Facilities.
G. Intercity Bus Service Analysis and Recommendations.
H. Bus/Rail Maintenance and Operations Facilities.
I. Bus Rapid Transit Systems.
J. Intercity Rail Systems.
K. Light Rail Systems.
L. Administrative Guides for 5303, 5311 and 5307 FTA Programs.
M. Vehicle Audits.
N. Park and Ride Lot Inventory and Assessments.
O. State Compliance Reviews.
P. Transit Asset Management Plans.
Q. Transit Safety and Security Plans.
R. Performance Metrics.
S. Software and Database Support.
T. Data collection, research and analysis.
U. Public Outreach.
V. Environmental Assessments and Environmental Impact Studies.

7. Related Key Team Leaders:

A. FTA 5311 Program Team Lead.
B. FTA 5307 Program Team Lead.
C. Environmental Studies Team Lead.
D. Transit Planning and Design Team Lead.

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 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

Contracting Entity/Respondent: _____

Address: _____

Solicitation No./Contract No. : **RFQ-484-061615**

Solicitation/Contract Name: **Transit Consulting Services**

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or entity which is contracting with the Georgia Department of Transportation has registered with, is authorized to participate in, and is participating in 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.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.GA. § 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation within five (5) business days after any subcontractor is retained to perform such service.

_____
E-Verify/Company Identification Number

_____
Date of Authorization

_____
Signature of Authorized Officer or Agent
(Contractor Name)

_____
Date

_____
Title of Authorized Officer or Agent of Consultant

_____
Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 201_

_____
Notary Public

[NOTARY SEAL]

My Commission Expires: _____

EXHIBIT IV
Area Class Summary Example

Respondents should complete a table similar to the below and indicate by placing an "X" in the appropriate column indicating the firm which meets each required area class for each specific project with particular emphasis on the area classes which the Prime must hold as well as the sub-consultants. The below table is a full listing of all area classes. Since no single advertisement would require every area class, Respondents should delete all the area classes which are not applicable to the project they are pursuing and only include the ones applicable. Particular attention should be paid to the date that consultants certificate expires.

Area Class #	Area Class Description	Prime Consultant Name	Sub-Consultant #1 Name	Sub-Consultant #2 Name	Sub-Consultant #3 Name	Sub-Consultant #4 Name	Sub-Consultant #5 Name	Sub-Consultant #6 Name
	DBE – Yes/No ->							
	Prequalification Expiration Date							
1.01	Statewide Systems Planning							
1.02	Urban Area and Regional Transportation Planning							
1.03	Aviation Systems Planning							
1.04	Mass and Rapid Transportation Planning							
1.05	Alternate Systems Planning							
1.06(a)	NEPA							
1.06(b)	History							
1.06(c)	Air Quality							
1.06(d)	Noise							
1.06(e)	Ecology							
1.06(f)	Archaeology							
1.06(g)	Freshwater Aquatic Surveys							
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)							
1.08	Airport Master Planning (AMP)							
1.09	Location Studies							
1.10	Traffic Analysis							
1.11	Traffic and Toll Revenue Studies							
1.12	Major Investment Studies							
1.13	Non-Motorized transportation Planning							
2.01	Mass Transit Program (Systems Management)							
2.02	Mass Transit Feasibility and Technical Studies							
2.03	Mass Transit Vehicle and Propulsion System							
2.04	Mass Transit Controls, Communication and Information Systems							
2.05	Mass Transit Architectural Engineering							
2.06	Mass Transit Unique Structures							
2.07	Mass Transit Electrical and Mechanical System							
2.08	Mass Transit Operations Management and Support Services							
2.09	Airport Design (AD)							
2.10	Mass Transit Program (Systems Marketing)							
3.01	Two-Lane or Multi-lane Rural Roadway Design							
3.02	Two-Lane or Multi-lane urban Roadway Design							
3.03	Multi-Lane Urban Roadway Widening and Reconstruction							
3.04	Multi-lane Rural Interstate Limited Access Design							
3.05	Multi-lane Urban Interstate Limited Access Design							
3.06	Traffic Operations Studies							
3.07	Traffic Operations Design							
3.08	Landscape Architecture Design							
3.09	Traffic Control Systems Analysis, Design and Implementation							

3.10	Utility Coordination							
3.11	Architecture							
3.12	Hydraulic and Hydrological Studies (Roadway)							
3.13	Facilities for Bicycles and Pedestrians							
3.14	Historic Rehabilitation							
3.15	Highway and Outdoor Lighting							
3.16	Value Engineering (VE)							
3.17	Toll Facilities Infrastructure Design							
4.01	Minor Bridge Design							
4.02	Major Bridge Design							
4.04	Hydraulic and Hydrological Studies (Bridges)							
4.05	Bridge Inspection							
5.01	Land Surveying							
5.02	Engineering Surveying							
5.03	Geodetic Surveying							
5.04	Aerial Photography							
5.05	Photogrammetry							
5.06	Topographic Remote Sensing							
5.07	Cartography							
5.08	Overhead/Subsurface Utility Engineering (SUE)							
6.01(a)	Soil Survey Studies							
6.01(b)	Geological and Geophysical Studies							
6.02	Bridge Foundation Studies							
6.03	Hydraulic and Hydrologic Studies (Soils & Foundation)							
6.04(a)	Laboratory Testing of Roadway Construction Materials							
6.04(b)	Field Testing of Roadway Construction Materials							
6.05	Hazardous Waste Site Assessment Studies							
8.01	Construction Engineering and Supervision							
9.01	Erosion, Sedimentation, and Pollution Control Plan							
9.02	Rainfall and Runoff Reporting							
9.03	Field Inspection for Erosion Control							

ATTACHMENT 1

Submittal Formats for GDOT Transit 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 transit 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
4. Area Class Table and Notice of Professional Consultant Qualifications for Prime and Sub-Consultants	->	Excluded
C. Resources/Workload Capacity		
1. Overall Resources a. Organization chart 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

ADDENDUM NO. 1

ISSUE DATE: May 21, 2015

This Addendum shall become and form a part of the RFQ for:

RFQ-484-061615: Transit Consulting Services

NOTE PLEASE REVIEW CAREFULLY! THERE ARE CHANGES TO THE INFORMATION TO BE PROVIDED. FAILURE TO ADHERE TO THE CHANGES ADDRESSED IN THIS ADDENDUM MAY RESULT IN DISQUALIFICATION.

In the event of a conflict between previously released information and the information contained herein, the latter shall control.

Firm Name _____

Signature _____ Date _____

Typed Name and Title _____

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

This Addendum, including all articles and corrections listed below, shall become and form a part of the original RFQ package and shall be taken into account in preparing your proposal.

I. RFQ Exhibit I is DELETED and REPLACED by the attached Exhibit I.

EXHIBIT I

Project/Contract

1. **Project Number(s):** **N/A**
2. **PI Number(s):** **N/A**
3. **County(ies):** **Statewide**
4. **Description:** **Statewide Transit Consulting Services**
5. **Required Area Classes:**

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their sub-consultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or sub-consultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all sub-consultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant** **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.01	Statewide Systems Planning
1.02	Urban Area and Regional Transportation Planning
1.04	Mass and Rapid Transportation Planning
2.02	Mass Transit Feasibility and Technical Studies

The **Team** (either the Prime Consultant and/or one or more of their sub-consultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
1.06(g)	Freshwater Aquatic Surveys
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)
1.10	Traffic Analysis
2.02	Mass Transit Feasibility and Technical Studies
2.05	Mass Transit Architectural Engineering
2.06	Mass Transit Unique Structures
2.07	Mass Transit Electrical and Mechanical System

6. Scope:

The Consultant shall provide professional services to assist the state in providing maximum oversight of federal transit programs. The selected firm will assist the Department by working with our transit staff and subrecipients at all levels of the program including, but not limited to: the development of grants and budgets; monitoring grants provided to our subrecipients; and provide assistance in such areas as the rules, regulations, and laws related to state and federal transit programs, best practices, and project management to include transit construction projects,
capital acquisition projects, projects to provide financial operating assistance, and design of transit construction projects. The Department may require from time to time that members of the Consultant's team conduct work on this contract in our office located at 600 West Peachtree St., Atlanta, GA 30303. The Consultant's team members from time to time may be required to work in an extension of staff capacity to assist the Department in the timely delivery of the Transit Program's responsibilities.

The firm will also be required to assist the Department in updating its State Management Plan and other Standard Operating Procedures for administering Federal Transit Administration (FTA) 5311, 5307 and 5303 programs; assisting with annual National Transit Database Reporting; and management of the Department's contract for statewide transit dispatching software.

In addition, the firm may be tasked with developing plans and guides for the Department that will assist in the implementation of the Statewide Transit Program. This may include but is not limited to:

A. Rural Human Services Transportation Plan.
B. Mobility Management.
C. Statewide Transit Plan.
D. Commuter Rail Planning and Environmental Studies.
E. Transit Economic Impact Studies.
F. Intermodal Facilities.
G. Intercity Bus Service Analysis and Recommendations.
H. Bus/Rail Maintenance and Operations Facilities.
I. Bus Rapid Transit Systems.
J. Intercity Rail Systems.
K. Light Rail Systems.
L. Administrative Guides for 5303, 5311 and 5307 FTA Programs.

M. Vehicle Audits.
N. Park and Ride Lot Inventory and Assessments.
O. State Compliance Reviews.
P. Transit Asset Management Plans.
Q. Transit Safety and Security Plans.
R. Performance Metrics.
S. Software and Database Support.
T. Data collection, research and analysis.
U. Public Outreach.
V. Environmental Assessments and Environmental Impact Studies.

7. Related Key Team Leaders:

A. FTA 5311 Program Team Lead.
B. FTA 5307 Program Team Lead.
C. Environmental Studies Team Lead.
D. Transit Planning and Design Team Lead.

ADDENDUM NO. 2

ISSUE DATE: May 29, 2015

This Addendum shall become and form a part of the RFQ for:

RFQ-484-061615: General Transit Consulting Services

NOTE: PLEASE REVIEW CAREFULLY!

In the event of a conflict between previously released information and the information contained herein, the latter shall control.

NOTE: A signed acknowledgment of this addendum (this page) MUST be attached to your PROPOSAL.

Firm Name _____

Signature _____ Date _____

Typed Name and Title _____

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

This Addendum, including all articles and corrections listed below, shall become and form a part of the original RFQ package and shall be taken into account in preparing your proposal.

The purpose of this addendum is to provide answers to the written questions received during the question and answer period of the RFQ Phase as follows:

	Questions	Answers
1.	Could you clarify whether or not that completing Phase 1 of the RFQ Process is the prequalification requirement that is referred to in Exhibit 1, Page 14? Is there a separate prequalification process for the State that Primes/Subs must complete in order to qualify to submit a response in Phase 1? If it is the latter, must this prequalification process be completed and approved by the June 16 deadline?	Please read and review the solicitation completely and follow instructions accordingly for each section. Please refer to Section: **VI. Instructions for Content and Preparation of Statement of Qualifications – Phase I Response, pages 5 – 10.** **As instructed on Exhibit 1, Page 14,** the prime consultant/subconsultant must be prequalified in the established area classes prior to submitting the "Request for Qualifications" for their firm. Phase I information must be submitted on the deadline date of June 16, 2015, 2:00 p.m.

	Questions	Answers
2.	We have inquired about becoming prequalified in the past, but had been told that it was not necessary to bid/respond to GDOT transit projects. Any guidance you can provide is appreciated.	Prequalification information can be found at the website listed below: http://www.dot.ga.gov/PS/Business/Prequalification/PrequalConsultants
3.	I have a question regarding the above RFQ. Is there a requirement for monitoring and enforcement of Title VI & VII, DBE, and OJT in this request? I was just curious if there was subcontracting opportunities in that particular area.	Monitoring and enforcement of Title VI & VII and DBE are federal requirements for subrecipients of Federal Transit Administration (FTA) funding. The RFQ requests assistance in managing projects for GDOTs transit subrecipients, therefore we would require assistance with ensuring compliance with all federal requirements. On the Job Training (OJT) does not apply to this solicitation.
4.	Is there an incumbent consultant providing these or similar services under an existing contract? If so, who is that firm?	The Department has a current contract with CHA Consulting that does not include all the qualifications for the scope of work with this existing solicitation.
5.	Are Independent Contractors (ICs) permitted as part of the prime contractor's staff? Are the Prime Contractor and Subcontractor(s) required to be prequalified in all of the areas listed in Exhibit 1, or is it acceptable as long as they are prequalified in one or more areas? Regarding Project Managers, is the RFQ asking for the overall project manager for the entire contract, or a designated project manager by project topic area, or both? Are project qualifications required for subcontractors?	No. All staff must be employed directly with the Consultant firm. **As instructed on Exhibit 1, Page 14,** the prime consultant/subconsultant must be prequalified in the established area classes prior to submitting the "Request for Qualifications" for their firm. Please review carefully and follow instructions accordingly. Overall, there will be only one Project Manager for the entire contract. The project experience and qualifications should be listed for the Prime as instructed on Attachment 1, page 20. We are not requiring listed project qualifications for the subconsultants. Also please refer to **IV. Selection Criteria for Phase I – Criteria for Evaluation of Statement of Qualifications, pag e 4.**

SUBMISSION & PRESCREENING CHECKLIST

SOLICITATION #:	RFQ 484-061615
SOLICITATION TITLE:	General Transit Consulting Services
SOLICITATION DUE DATE:	June 16, 2015
SOLICITATION TIME DUE:	2:00pm

Georgia Department of Transportation

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	AECOM Technical Services, Inc.	6/16/2015	12:20 p.m.	X	X	X	X	X	X	
2	HDR Engineering, Inc.	6/16/2015	12:14 p.m.	X	X	X	X	X	X	
3	HNTB Corporation	6/16/2015	10:21 a.m.	X	X	X	X	X	X	
4	Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)	6/16/2015	8:36 a.m.	X	X	X	X	X	X	
5	Parsons Transportation Group, Inc.	6/16/2015	8:34 a.m.	X	X	X	X	X	X	
6	RLS & Associates, Inc. (Disqualified)	6/16/2015	9:48 a.m.	X	X	X	X	X		Does not have any of the mandated area classes.

SOQ AREA CLASS CHECKLIST

Solicitation #: RFQ 484-061615

Solicitation Title: General Transit Consulting Services

	Primes and Subconsultants	1.01	1.02	1.04	1.06(a)	1.06(b)	1.06(c)	1.06(d)	1.06(e)	1.06(f)	1.06(g)	1.07	1.10	2.02	2.05	2.06	2.07	Certificate Expires	Comments
1	**AECOM Technical Services, Inc.**	X	X	X	X	X	X	X	X	X		X	X	X		X		2/28/2018	
	URS Corporation	X	X	X	X	X	X	X	X	X		X	X	X	X		X	**6/30/2015**	**Expires in 2 weeks.**
	ARCADIS U.S., Inc.	X	X	X	X		X	X	X			X	X	X				6/30/2017	
	TranSystems Corporation		X	X									X					8/31/2017	
	Edwards-Pitman Environmental, Inc.				X	X	X	X	X	X	X	X						5/31/2017	
2	**HDR Engineering, Inc.**	X	X	X	X	X				X		X		X				4/30/2018	
	T.Y. Lin International	X											X	X	X	X	X	2/28/2018	
	Edwards-Pitman Environmental, Inc.				X	X	X	X	X	X	X	X						5/30/2017	
	Vanassee Hangen Brustlin, Inc.	X	X	X														4/30/2018	
	Nelson/Nygaard Consulting Associates													X				7/31/2016	
3	**HNTB Corporation**	X	X	X	X	X	X	X	X			X	X	X		X	X	9/10/2017	
	Connetics Transportation Group, Inc.			X														1/31/2016	
	Edwards-Pitman Environmental, Inc.				X	X	X	X	X	X	X	X						5/30/2017	
	Stantec Consulting Services, Inc.	X	X	X	X		X	X	X			X	X					2/28/2018	
	The Architecture Group, Inc.			X										X	X	X		1/31/2018	
4	**Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)**	X	X	X	X	X	X	X	X			X	X	X	X	X	X	11/30/2017	
	The Architecture Group, Inc.			X										X	X			1/31/2018	
	Connetics Transportation Group, Inc.			X														1/31/2016	
	Edwards-Pitman Environmental, Inc.				X	X	X	X	X	X	X	X						5/30/2017	
	Nelson/Nygaard Consulting Associates													X				7/31/2016	
	Stantec Consulting Services, Inc.	X	X	X	X		X	X	X			X	X					2/28/2018	
5	**Parsons Transportation Group, Inc.**	X	X	X									X	X	X		X	1/31/2018	
	Jacobs Engineering Group Inc.	X	X	X	X	X	X	X	X			X	X	X				5/31/2016	
	GT Hill Planners Corporation				X	X	X	X	X	X		X						11/30/2015	
	Connetics Transportation Group, Inc.			X														1/31/2016	
	The Architecture Group, Inc.			X										X	X	X		1/31/2018	
	Stantec Consulting Services, Inc.	X	X	X	X		X	X	X			X	X					2/28/2018	
	CCR Environmental, Inc.								X		X							7/31/2017	
	Sycamore Consulting, Inc.											X						8/31/2017	
6	**RLS & Associates, Inc. (Disqualified)**																		**Does not meet area class requirements**

GDOT GUIDE FOR SELECTION COMMITTEE MEMBERS
RFQ 484-061615
General Transit Consulting Services

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

Coordination and Communication

Karen Mims 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 Tuesday, June 30, 2015. 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 Tuesday, June 30, 2015. 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:	***General Transit Consulting Services***	1	AECOM Technical Services, Inc.
Solicitation #:	***RFQ 484-061615***	2	HNTB Corporation
PHASE I - Individual Committee Member Scoring and Overall Ranking based on Published Criteria FOR TOP TEN SUBITTALS		3	Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)
(This Page For GDOT Use)		4	HDR Engineering, Inc.
		4	Parsons Transportation Group, Inc.

SUBMITTING FIRMS	(RANKING) Score	Group Ranking
AECOM Technical Services, Inc.	**325**	**1**
HDR Engineering, Inc.	**175**	**4**
HNTB Corporation	**250**	**2**
Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)	**200**	**3**
Parsons Transportation Group, Inc.	**175**	**4**

Evaluation Criteria →

	Experience and Qualifications	Resources availability and Workload Capacity	Scores and Group Ranking	
Maximum Points allowed =	***300***	***200***		
SUBMITTING FIRMS	▼	▼	Total Score	Ranking
AECOM Technical Services, Inc.	Good	Adequate	325	1
HDR Engineering, Inc.	Marginal	Adequate	175	4
HNTB Corporation	Adequate	Adequate	250	2
Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)	Adequate	Marginal	200	3
Parsons Transportation Group, Inc.	Marginal	Adequate	175	4
Maximum Points allowed =	***300***	***200***	***500***	*%*

w	RFQ 484-061615	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	AECOM Technical Services, Inc.	# of Evaluators	
Experience and Qualifications		Assigned Rating	Good

The firm stated they have experience with five statewide transportation studies. The Project Manager (PM) and key team leads all demonstrated advanced skills. Other resource personnel was a stand out for software intergration and Rural & Human Services Transportation (RHST). Additionally, the team had other state DOT program management experience. The firm has a well rounded team. The submittal demonstrated strong transit asset management experience. Submittal discussion was not detailed for the grant management requirements.

Resources availability and Workload Capacity	Assigned Rating	Adequate

Project Manager and key team leaders workload appears to be sufficient for the type of needs and purposes for this project.

RFQ	RFQ 484-061615	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	HDR Engineering, Inc.	# of Evaluators	
Experience and Qualifications		Assigned Rating	Marginal

The firm met the required minimum qualifications. The team listed no depth in statewide transit planning experience.

Resources availability and Workload Capacity	Assigned Rating	Adequate

Project Manager and key team leaders workload appears to be sufficient for the type of needs and purposes for this project.

RFQ	RFQ 484-061615	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	HNTB Corporation	# of Evaluators	
Experience and Qualifications		Assigned Rating	Adequate

The team indicated program management and documentation standards development for statewide program. The PM and 5311 Key Team Lead has relevant Federal Transit Administration (FTA) experience as subrecipients. The team did not demonstrate statewide transit planning experience.

Resources availability and Workload Capacity	Assigned Rating	Adequate

Project Manager and key team leaders workload appears to be sufficient for the type of needs and purposes for this project.

RFQ	RFQ 484-061615	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)	# of Evaluators	
Experience and Qualifications		Assigned Rating	Adequate

One of the key team leads demonstrated experience conducting compliance reviews for NCDOT for the 5310/5311 program. The firm demonstrated strong National Transit Database (NTD) experience. The team did not demonstrate statewide transit planning experience.

Resources availability and Workload Capacity	Assigned Rating	Marginal

Met the minimum qualifications, however; the monthly time commitment in hours appears to be understated. The hours listed on the commitment table and the available percentage listed in the chart were not consistent.

RFQ	RFQ 484-061615	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Parsons Transportation Group, Inc.	# of Evaluators	
Experience and Qualifications		Assigned Rating	Marginal

The firm demonstrated strong NTD experience. The team did not demonstrate statewide transit planning experience.

Resources availability and Workload Capacity	Assigned Rating	Adequate

Project Manager and key team leaders workload appears to be sufficient for the type of needs and purposes for this project.

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

June 17, 2015

NOTICE TO SELECTED FINALISTS

To: adelee.legrand@aecom.com; John.Mason@hdrinc.com; ebingaman@hntb.com; BilottoCM@pbworld.com; Aykut.Urgen@parsons.com

Please send an e-mail confirming receipt of this notice to Karen Mims @ (kmims@dot.ga.gov).

Re: RFQ-484-061615 – General Transit Consulting Services - Statewide

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-484-061615), page 8 and 9, VII. Instructions for Preparing Technical Approach and Past Performance Response – Phase II Response, A&B and page 10, IX. Instructions for Submittal for Phase II – Technical 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. Technical 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. Technical approach to delivering the project.
2. Provide any specific qualifications, skills, 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 issues notification to finalist firms.	06/17/2015	---------
2. Deadline for submission of written questions from finalists (e-mail preferred)	06/22/2015	2:00 PM
3. GDOT Receives Submittals I, 2 for Phase II	06/24/2015	2:00 PM

B. Finalist Selection

Final selection will be determined by carrying the scores from **Phase I** forward for each Finalist and by evaluating the **Suitability** 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 Karen Mims, and congratulations, again, to each of you!

Karen Mims
kmims@dot.ga.gov
404-631-1430

SUBMISSION & PRESCREENING CHECKLIST - PHASE II

SOLICITATION #:	RFQ 484-061615
SOLICITATION TITLE:	General Transit Consulting Services
SOLICITATION DUE DATE:	June 24, 2015
SOLICITATION TIME DUE:	2:00pm

No.	Consultants	Date	Time	Compliant with Page # Limitations
1	AECOM Technical Services, Inc.	6/24/2015	1:20 p.m.	X
2	HNTB Corporation	6/23/2015	1:22 p.m.	X
3	Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)	6/24/2015	11:28 a.m.	X
4	HDR Engineering, Inc.	6/24/2015	12:01 p.m.	X
5	Parsons Transportation Group, Inc.	6/24/2015	8:14 a.m.	X

GDOT SELECTION COMMITTEE SCORING AND OVERALL RANKING OF SUBMITTALS

Solicitation Title:	***General Transit Consulting Services***	1	AECOM Technical Services, Inc.
Solicitation #:	***RFQ 484-061615***	2	HNTB Corporation
PHASE I AND PHASE II -Individual Committee Member Scoring and Overal Ranking based on Published Criteria		3	Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)
		4	HDR Engineering, Inc.
		5	Parsons Transportation Group, Inc.

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SUBMITTING FIRMS				**(RANKING)** Sum of Total Score	Group Ranking
AECOM Technical Services, Inc.				**625**	**1**
HNTB Corporation				**525**	**2**
Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)				**500**	**3**
HDR Engineering, Inc.				**475**	**4**
Parsons Transportation Group, Inc.				**450**	**5**

Evaluation Criteria →

	Experience and Qualifications	Resources availability and Workload Capacity	Technical Approach - Suitability	Past Performance		
	PHASE I		**PHASE II**			
Maximum Points allowed =	***300***	***200***	***400***	***100***	**Group Scores and Ranking**	
SUBMITTING FIRMS	▼	▼	▼	▼	Total Score	Ranking
AECOM Technical Services, Inc.	Good	Adequate	Adequate	Excellent	625	1
HNTB Corporation	Adequate	Adequate	Adequate	Good	525	2
Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)	Adequate	Marginal	Adequate	Excellent	500	3
HDR Engineering, Inc.	Marginal	Adequate	Adequate	Excellent	475	4
Parsons Transportation Group, Inc.	Marginal	Adequate	Adequate	Good	450	5
Maximum Points allowed =	***300***	***200***	***400***	***100***	***1000***	**%**

RFQ	RFQ 484-061615	PHASE 2 SUMMARY COMMENTS	
Firm	AECOM Technical Services, Inc.		
Techincal Approach		Assigned Rating	Adequate

The quick start approach to delivery of the project would facilitate early positive results. The team acknowledged the need for strong cost control and project management processes incorporating their control tools including Earned Value and Work Breakdown Structures (WBS) software.

Past Performance	Assigned Rating	Excellent

Past Performance was discussed and the evaluators had no previous experience with the firm so they accepted the scores/comments based on theTransportation Services Procurement (TSP) reference check.

RFQ	RFQ 484-061615	PHASE 2 SUMMARY COMMENTS	
Firm	HNTB Corporation		
Techincal Approach		Assigned Rating	Adequate

The firm plans to intergrate economic development modeling tools into data driven decision making.

Past Performance	Assigned Rating	Good

Past Performance was discussed and the evaluators had no previous experience with the firm so they accepted the scores/comments based on the TSP reference check.

RFQ	RFQ 484-061615	PHASE 2 SUMMARY COMMENTS	
Firm	Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)		
Techincal Approach		Assigned Rating	Adequate

Team proposes to approach all project elements in a scalable fashion to right size program delivery.

Past Performance	Assigned Rating	Excellent

Past Performance was discussed and the evaluators had no previous experience with the firm so they accepted the scores/comments based on the TSP reference check.

RFQ	RFQ 484-061615	PHASE 2 SUMMARY COMMENTS	
Firm	HDR Engineering, Inc.		
Techincal Approach		Assigned Rating	Adequate

The team will apply the resources of the Center for Urban Transportation Research (CUTR) for data collection analysis and research.

Past Performance	Assigned Rating	Excellent

Past Performance was discussed and the evaluators had no previous experience with the firm so they accepted the scores/comments based on theTransportation Services Procurement (TSP) reference check.

RFQ	RFQ 484-061615	PHASE 2 SUMMARY COMMENTS	
Firm	Parsons Transportation Group, Inc.		
Techincal Approach		Assigned Rating	Adequate

The team approach to cost effectively delivering this project is based on leveraging their Transit experience at the national level.

Past Performance	Assigned Rating	Good

Past Performance was discussed and the evaluators had no previous experience with the firm so they accepted the scores/comments based on the TSP reference check.

RFQ 484-061615
General Transit Consulting Services

Past Performance Check - Notes for
AECOM Technical Services, Inc.

Reference A

Firm Name	MARTA		
Project Name	General Planning Contract		
Project Manager	Don Williams	**Title**	Acting Assistant General Manager
Contact Information	404-848-4422		
	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.		8
	4. Rate the firm's technical assistance in program management		10
	5. Rate the overall success of the project thus far.		9
Comments	They did an excellent job and provided the services required. The PM was responsive. The skill set was beyond great.		

Reference B

Firm Name	Transit for CT/CT Fund for the Environment		
Project Name	A Better Connecticut through Improved Bus Transit, Connecticut Statewide		
Project Manager	Karen Burnaska	**Title**	Transit Coalition Coordinator
Contact Information	203-261-9243		
	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	The PM provided excellent services. She was very responsive and willing to get all the information required and the quality of the her work was exceptional. The mapping and data was also impeccable. Company and contributors were very pleased with the finish product.		

RFQ 484-061615
General Transit Consulting Services

Past Performance Check - Notes for
HDR Engineering, Inc.

Reference A

Firm Name	Alabama Department of Economics & Community Affairs		
Project Name	Birmingham to Montgomery Passenger Rail Feasibility Study - Alabama		
Project Manager	Brenda Jones	**Title**	Multi-Modal Program Coordinator
Contact Information	334-242-5376		
	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.		8
	3. Rate the firm's ability to meet the established project goals.		10
	4. Rate the firm's technical assistance in program management		9
	5. Rate the overall success of the project thus far.		10
Comments	They did a very good job in communicating the project. The company was new in transit and the Consultant was knowledgeable in assisting them with understanding the process. Also, very responsive and easy to with. The firm was timely in submission of their reports. Would be glad to hire them again.		

Reference B

Firm Name	GDOT, Arcadis,(Prime), HDR Engineering, Inc. (Subconsultant)		
Project Name	P.I. No. 0001758, Revive 2895 Top End, HDR Engineering performed as the Subconsultant for the Transit Planning and Transit Conceptual Engineering area.		
Project Manager	Tim Preece	**Title**	Plannning Transportation Manager
Contact Information	770-431-8666		
	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.		9
	3. Rate the firm's ability to meet the established project goals.		10
	4. Rate the firm's technical assistance in program management		9
	5. Rate the overall success of the project thus far.		8
Comments	They did excellent technical work and gave high quality products.		

RFQ 484-061615
General Transit Consulting Services

Past Performance Check - Notes for
HNTB Corporation

Reference A

Firm Name	Georgia Regional Transportation Authority Rural Human Services		
Project Name	Rural Human Services Transit (RHST) Plan		
Project Manager	Dave Cassell	**Title**	Project Manager
Contact Information	404-463-3007		
	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.		8
Comments	They delivered the project on time. Prepared, diligent and responsive to needs. Worked under tight timeline and follow directions well. Showed good creativity.		

Reference B

Firm Name	Georgia Department of Transportation, Office of Planning		
Project Name	Georgia Commute Options		
Project Manager	Phil Peevey	**Title**	Air Quality Branch Manager
Contact Information	404-631-1783		
	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.		9
	3. Rate the firm's ability to meet the established project goals.		8
	4. Rate the firm's technical assistance in program management		8
	5. Rate the overall success of the project thus far.		8
Comments	The firm is doing a great job. They are always responsive and have creative ideas to make the project sucessful thus far. Team is very responsive and the selection of the key leads was extraordinary to the scope of work for this project.		

RFQ 484-061615
General Transit Consulting Services

Past Performance Check - Notes for
Parsons Brinckerhoff, Inc.

Reference A

Firm Name	City of Albany		
Project Name	Albany Multimodal Transportation Center (AMTC)		
Project Manager	Lester Love	**Title**	Project Manager
Contact Information	404-365-7600		
	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	They done outstanding work with great leadership. Met the schedule deadlines. They were very senstive to the project budget.		

Reference B

Firm Name	Transportation Research Board (National Academics of Sciences		
Project Name	National Cooperative Highway Research Program: Estimating the Long-Term Impacts of MAP-21 on the Nation's Local Rural Transit Bus Infrastructure		
Project Manager	Gwen Chisholm-Smith	**Title**	Senior Program Manager
Contact Information	202-334-3246		
	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		9
	5. Rate the overall success of the project thus far.		9
Comments	The PM is great to work with and had to balance needs of ten managers successfully. The firm delivered the project on time and on budget. They really delivered a quality report.		

RFQ 484-061615
General Transit Consulting Services

Past Performance Check - Notes for
Parsons Transportation Group, Inc.

Reference A

Firm Name	Maryland Transit Administration		
Project Name	MTA 1094C On-Call Planning and Engineering		
Project Manager	George Hill	**Title**	Project Developer/Manager
Contact Information	410-767-3768		
	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.		8
	4. Rate the firm's technical assistance in program management		9
	5. Rate the overall success of the project thus far.		8
Comments	Make sure your scope is well-defined so there are no misunderstandings. Decent firm to work with, good technical and subconsultants.		

Reference B

Firm Name	OmniTrans, Ontario, CA		
Project Name	Holt Boulevard Corridor Alternatives Analysis		
Project Manager	Anna Jaiswal	**Title**	Development Planning Manager
Contact Information	909-379-7250		
	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.		10
	4. Rate the firm's technical assistance in program management		9
	5. Rate the overall success of the project thus far.		8
Comments	They were an excellent firm and went above and beyond for this project. The team were very dedicated and provided strong leadership to overcome some of the challenges.		

Reference Check Summary for
RFQ 484-061615
General Transit Consulting Services

Questions (to be answered on 1-10 scale, 10 indicates best)	AECOM Technical Services, Inc.	HDR Engineering, Inc.	HNTB Corporation	Parsons Brinckerhoff, Inc.	Parsons Transportation Group, Inc.
1. Rate the firm's quality of leadership in Project Management for your project.					
Reference A	9	10	9	10	8
Reference B	9	8	8	10	9
Section Average	9.00	9.00	8.50	10.00	8.50
2. Rate the overall services of the firm's staff for the duration of the project.					
Reference A	9	8	9	10	8
Reference B	9	9	9	10	9
Section Average	9.00	8.50	9.00	10.00	8.50
3. Rate the firm's ability to meet the established project goals.					
Reference A	8	10	9	10	8
Reference B	9	10	8	10	10
Section Average	8.50	10.00	8.50	10.00	9.00
4. Rate the firm's technical assistance in program management					
Reference A	10	9	9	10	9
Reference B	9	9	8	9	9
Section Average	9.50	9.00	8.50	9.50	9.00
5. Rate the overall success of the project thus far.					
Reference A	9	10	8	10	8
Reference B	9	8	8	9	8
Section Average	9.00	9.00	8.00	9.50	8.00
Overall Average	**9.00**	**9.10**	**8.50**	**9.80**	**8.60**

SAM Search Results
List of records matching your search for :

Search Term : aecom* technical* services*
Record Status: Active

ENTITY AECOM TECHNICAL SERVICES, INC. Status:Active

DUNS: 003184462 +4: CAGE Code: 4L767 DoDAAC:

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

Address: 515 S FLOWER ST FL 4
City: LOS ANGELES State/Province: CALIFORNIA
ZIP Code: 90071-2201 Country: UNITED STATES

ENTITY AECOM TECHNICAL SERVICES, INC. Status:Active

DUNS: 808908149 +4: CAGE Code: 3RVB2 DoDAAC:

Expiration Date: Jun 17, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 717 17TH ST STE 500
City: DENVER State/Province: COLORADO
ZIP Code: 80202-3330 Country: UNITED STATES

ENTITY AECOM TECHNICAL SERVICES, INC. Status:Active

DUNS: 101035975 +4: CAGE Code: 31LB7 DoDAAC:

Expiration Date: May 11, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 150 N Orange Ave, Ste 200
City: Orlando State/Province: FLORIDA
ZIP Code: 32801-2317 Country: UNITED STATES

ENTITY AECOM TECHNICAL SERVICES, INC. Status:Active

DUNS: 879289528 +4: CAGE Code: 3R8S1 DoDAAC:

Expiration Date: Apr 27, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1001 BISHOP ST STE 1600
City: HONOLULU State/Province: HAWAII
ZIP Code: 96813-0000 Country: UNITED STATES

ENTITY	Aecom Technical Services, Inc.		Status:Active
DUNS: 625334438	+4:	CAGE Code: 3VXP1	DoDAAC:
Expiration Date: Apr 22, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 401 West A St Ste 1200 City: San Diego ZIP Code: 92101-7905		State/Province: CALIFORNIA Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 620433664	+4:	CAGE Code: 3J487	DoDAAC:
Expiration Date: Apr 21, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 3101 Wilson Blvd, Suite 900 City: Arlington ZIP Code: 22201-4446		State/Province: VIRGINIA Country: UNITED STATES	

ENTITY	Aecom Technical Services, Inc.		Status:Active
DUNS: 926945387	+4:	CAGE Code: 3R8Q5	DoDAAC:
Expiration Date: Apr 19, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 112 E Pecan Ste 400 City: San Antonio ZIP Code: 78205-1541		State/Province: TEXAS Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 779995468	+4:	CAGE Code: 4T9E6	DoDAAC:
Expiration Date: Apr 19, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 999 W TOWN & COUNTRY RD City: ORANGE ZIP Code: 92868-4713		State/Province: CALIFORNIA Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 623979486	+4:	CAGE Code: 4DRC9	DoDAAC:
Expiration Date: Apr 19, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 100 RED SCHOOLHOUSE RD City: CHESTNUT RIDGE ZIP Code: 10977-7049		State/Province: NEW YORK Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 160411018	+4:	CAGE Code: 3WAY0	DoDAAC:
Expiration Date: Apr 18, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 701 CORPORATE CENTER DR # 475 City: RALEIGH ZIP Code: 27607-5238		State/Province: NORTH CAROLINA Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 055200695	+4:	CAGE Code: 303P7	DoDAAC:
Expiration Date: Apr 18, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 66 LONG WHARF City: BOSTON ZIP Code: 02110-3605		State/Province: MASSACHUSETTS Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 048355320	+4:	CAGE Code: 3VWK4	DoDAAC:
Expiration Date: Apr 18, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 303 E WACKER DR SITE 600 City: CHICAGO ZIP Code: 60601-5212		State/Province: ILLINOIS Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 962962486	+4:	CAGE Code: 3R8B2	DoDAAC:
Expiration Date: Apr 16, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 4840 COX RD City: GLEN ALLEN ZIP Code: 23060-6292		State/Province: VIRGINIA Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 147455554	+4:	CAGE Code: 1DJ81	DoDAAC:
Expiration Date: Apr 16, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 901 VIA PIEMONTE #400 City: ONTARIO ZIP Code: 91764-6597		State/Province: CALIFORNIA Country: UNITED STATES	

ENTITY	AECOM TECHNICAL SERVICES, INC.		Status:Active
DUNS: 137464470	+4:	CAGE Code: 3JKK1	DoDAAC:
Expiration Date: Apr 14, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 10 PATEWOOD DR BUILDING VI STE 500 City: GREENVILLE ZIP Code: 29615-3517		State/Province: SOUTH CAROLINA Country: UNITED STATES	

ENTITY	Aecom Technical Services, Inc.		Status:Active
DUNS: 079274165	+4:	CAGE Code: 722W2	DoDAAC:
Expiration Date: Dec 18, 2015	Has Active Exclusion?: No	Delinquent Federal Debt?: No	
Address: 401 West A Street, Ste 1200 City: San Diego ZIP Code: 92101-7905		State/Province: CALIFORNIA 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
AECOM Technical Services, Inc. 1360 Peachtree Street, Suite 500 Atlanta, GA 30309	2/12/15	2/28/18

SIGNATURE

Glenn Bowman

1. Transporation Planning

X	1.01	State Wide Systems Planning
X	1.02	Urban Area and Regional Transportation Planning
	1.03	Aviation Systems Planning
X	1.04	Mass and Rapid Transportation Planning
X	1.05	Alternate System and Corridor Location Planning
	1.06	Unknown
X	1.06a	NEPA Documentation
X	1.06b	History
X	1.06c	Air Studies
X	1.06d	Noise Studies
X	1.06e	Ecology
X	1.06f	Archaeology
	1.06g	Freshwater Aquatic Surveys
X	1.07	Attitude, Opinion and Community Value Studies
X	1.08	Airport Master Planning
X	1.09	Location Studies
X	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

X	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
X	2.06	Mass Transit Unique Structures
	2.07	Mass Transit Electrical and Mechanical Systems
	2.08	Mass Transit Operations Management and Support Services
	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)

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

4. Highway Structures

X	4.01	Minor Bridges Design
X	4.02	Major Bridges Design
	4.03	Movable Span Bridges Design
	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
	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

X	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
	9.03	Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations