# DEPARTMENT OF TRANSPORTATION
# STATE OF GEORGIA

INTERDEPARTMENT CORRESPONDENCE

December 22, 2015

**RFQ #:** 484-102915
**RFQ Title:** Safety Design Services, Contract 2, Region B, Districts 3 & 6

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

This approval is for Contract 2, Region B, Districts 3 & 6. The six (6) highest firms in order of ranking are as follows:

1. **ARCADIS U.S., Inc.**
2. **AECOM Technical Services, Inc.**
3. **Atkins North America, Inc.**
4. **Parsons Brinckerhoff, Inc.**
5. **Gresham Smith and Partner**
6. **Wolverton & Associates, Inc.**

The Selection Committee recommends the selection of the top ranked firm, ARCADIS U.S., Inc.

Concurrence with Award from Responsible Division Director:

**John L. Hibbard, Division Director of Permits & Operations**

Certification Procurement Requirements Met:

**Treasury Young, Procurement Administrator**

DJP:kcm

Attachments

Date Posted: September 28, 2015

# Georgia Department of Transportation

## Request for Qualifications

### To Provide

### Office of Traffic Operations
### Safety Design Services

### RFQ-484-102915
### Qualifications Due: October 29, 2015


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

# REQUEST FOR QUALIFICATIONS
**RFQ 484-102915**

Safety Design Services

**Recent RFQ Changes/Updates**

This page serves to provide a means for the Department to summarize recent changes to its RFQ format so that interested respondents can ensure their Statements of Qualifications (SOQs) are in compliance. Failure to ensure compliance may cause SOQs to be disqualified. The contents of this summary are not intended to represent all the modifications made to this document, but those which are a change or clarification to a policy or response requirement. Respondents should refer to each of the referenced sections in the table below in order to review the change or clarification. All respondents to this RFQ are subject to instructions communicated in this document, and are cautioned to completely read and review the entire RFQ and follow instructions carefully (see **Section I. General Project Information, A. Overview** for details).

For questions regarding these changes, please refer to **Section VIII. Instruction for Submittal for Phase I – Statements of Qualifications, C. Question and Requests for Clarification.**

| Date of Change | RFQ Section Impacted | Summary of Change |
|---|---|---|
| June 12, 2015 | Section I.E | Clarification is provided regarding the Department's position on the term length for On-Call Indefinite Delivery, Indefinite Quantity contracts. |
| June 12, 2015 | Section IV.B. and IV.C. | For Phase I of the evaluation process, the percentage assigned to the total evaluation for the Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications has been increased from twenty percent (20%) to thirty percent (30%) and the percentage assigned to the total evaluation for the Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity has been decreased from thirty percent (30%) to twenty percent (20%). |
| June 12, 2015 | Section VI.B.2. | Clarification is provided regarding the Department's position on disqualification when a respondent provides more than the allowed Key Team Leaders, as well as when a respondent does not provide all of the required Key Team Leaders. |
| June 12, 2015 | Section VI.B.3. | The requirement which limits the Prime Consultant's projects, presented as part of the Prime's Experience and Qualifications during the Phase I process, to the previous five (5) years has been removed. This will allow respondents to use projects outside of the previous restriction of the last five years.<br><br>**Note – This change does impact the information to be provided in the respondents SOQ by providing a broader range of eligible projects for consideration of the prime respondent.** |
| June 12, 2015 | Section X.A. | Clarification is provided regarding the Department's position on disqualification when administrative information is not provided in accordance with the RFQ as well as when qualification information is not provided in accordance with the RFQ. |

# REQUEST FOR QUALIFICATIONS
**484-102915**

Safety Design Services

## I. General Project Information

### A. Overview

The Georgia Department of Transportation (GDOT) is soliciting SOQs from qualified firm(s) or organization(s) to provide Consultant Services for Safety Design Services

This Request for Qualifications (RFQ) seeks to identify potential providers for the Scope of Services for each project/contract listed in Exhibit I. Firms that respond to this RFQ, and are determined by GDOT to be sufficiently qualified, may be deemed eligible, and invited to offer 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 Safety Design Services services, for the GDOT Project identified. The anticipated scope of work for the project/contracts is included in **Exhibit I-3**.

### E. Contract Term and Type

GDOT anticipates three (3) On-Call Indefinite Delivery, Indefinite Quantity contract to be awarded to (1) firms, for each project/contract identified. GDOT anticipates that the Contract Type will be paid via Firm Fixed Price and/or Cost Plus Fixed Fee methodology. As an On-Call Indefinite Delivery, Indefinite Quantity contract(s), the Agreements will remain in effect for three (3) years, with the option to extend the contract for up to a maximum of five (5) years if necessary to allow assigned tasks to be completed.

### F. Contract Amount

The On-Call, Indefinite Delivery Indefinite Quantity contracts will have a minimum of $50,000.00 each and a maximum of $10,000,000,00 each. 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-484-102915. 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- 102915** | 9/28/2015 | ---------- |
| b. Deadline for submission of written questions and requests for clarification | 10/12/2015 | 2:00 PM |
| c. Deadline for submission of Statements of Qualifications | 10/29/2015 | 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, registration, relevant engineering experience, relevant project management experience, experience in utilizing GDOT specific processes, manuals, or guidance.

- Key Team Leaders' education, registration, 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 (including design concepts and use of alternative methods).
- 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 (if necessary and applicable.)
   c. Relevant engineering experience.
   d. Relevant project management experience for projects of similar complexity, size, scope, and function (no more than five (5) projects).
   e. Relevant experience utilizing GDOT specific processes, manuals, or guidance (Plan Development Process, Design Policy, Environmental Procedures Manual, 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-3, specifically Section 7** for the list of Key Team Leaders for each Project). For each Key Team Leader identified provide:

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

   **This information is limited to one (1) page maximum for each Key Team Leader identified in Section 7 of each Exhibit I-3. Respondents submitting more than one (1) page for each Key Team Leader identified will be subject to disqualification. Respondents who provide more Key Team Leaders than what is outlined in the requirement will be subject to disqualification as this would provide an**

**advantage over firms who complied with the requirement and had the required number of Key Team Leaders. Respondents who do not provide the required Key Team Leaders will be subject to disqualification as this does not meet the requirements of the project and therefore would deem the respondent and its team unqualified for the award.**

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

   a. Client name, project location and dates during which services were performed.
   b. Description of overall project and services performed by your firm.
   c. Duration of project services provided by your firm, and overall project budget.
   d. Experience utilizing GDOT specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual, 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-3** (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 for each contract submission. Submittal #2 is an electronic version of Submittal #1 which allows for GDOT to maintain the files electronically and to be submitted one copy per contract. 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 484-102915 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 disqualification**.

C. Submittals must be sealed in an opaque envelope or box, and reference **RFQ 484-102915 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.

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

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

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

Therefore, "unpopulated joint-ventures" would not have an adequate accounting system suitable for cost reimbursement contracts.

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

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

## C. Non-Discrimination and DBE Requirements

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

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

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

For more information on the GDOT DBE Program please contact:

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

## D. Audit and Accounting System Requirements

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

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

## E. Submittal Costs and Confidentiality

All expenses for preparing and submitting responses are the sole cost of the respondent submitting the response. The Department is not obligated to any respondent to reimburse such expenses. All submittals upon receipt

become the property of the Department. Labeling information provided in submittals as "proprietary" or "confidential", or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until a final award.

## F. Award Conditions

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

## G. Debriefings

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

## H. Right to Cancel or Change RFQ

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

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

## I. Substitutions, Alternates, Exceptions, and Extensions

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

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

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

Additionally, on July 1st of each year, any consultant firm that is under contract with the Department as a prime or sub consultant shall provide to the Department's Chief Procurement Officer (CPO) a current list of all former

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

## EXHIBIT I-1

Project/Contract 1

1. **Project Number(s):** **N/A**
2. **PI Number(s):** **N/A**
3. **County(ies):** **See Attached Map**
4. **Description:** **Safety Design Services**
   **Region A, District 1-Gainesville, District 2-Tennille and District 5-Jesup**

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 |
|---|---|
| 3.06 | Traffic Operations Studies |
| 3.07 | Traffic Operations Design |
| 3.09 | Traffic Control Systems Analysis, Design and Implementation |

B. 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) |
| 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 |
| 3.13 | Facilities for Bicycles and Pedestrians |
| 5.01 | Land Surveyng |
| 5.02 | Engineering Surveying |
| 5.04 | Aerial Photography |
| 5.08 | Overhead/Subsurface Utility Engineering (SUE) |
| 9.01 | Erosion, Sedimentation, and Pollution Control and Plan |

6. Scope of Services:

The Consultant shall provide:

A. Under the terms of this Agreement, the selected consultant(s) will provide Safety Design Services for one of three regions in the state. The regions are based upon GDOT District boundaries and are grouped as follows: Region A, District 1-Gainesville, District 2-Tennille and District 5-Jesup. The Consultant will perform all services as determined through negotiations of individual task orders and provide all detailed work, services, materials, equipment and supplies to perform the work as an on-call service.

The Scope of Services for the various Task Orders may include, but are not limited to the following items:

1. Crash Data Scanning & Analysis.
2. Road Safety Audits.
3. Benefit Cost Analysis.
4. Roundabout Feasibility Studies.
5. Peer Reviews.
6. Concept Development and Reports.
7. Project Justification Statements.
8. Preliminary Cost Estimates.
9. Before & After Crash Study.
10. Traffic Engineering Studies.
11. Traffic Analysis.
12. Intersection capacity analysis.
13. Corridor capacity analysis.
14. Survey.
15. Database Preparation.
16. Subsurface Utility Investigations.
17. Property Research & Resolution.
18. Field Staking of right of way.
19. Environmental Field Studies.
20. Environmental Document Preparation.
21. Plan Development and Review.
22. Conceptual Drawings.
23. Drainage design.
24. Roundabouts Design.
25. Sharp Curve Treatment Design.
26. Design for Corridor Improvements.
27. Design for Guardrail and Cable Barrier.
28. Design for Intersection Improvements and Alternative Intersections.
29. Design for Sign Replacement.
30. Design for Pavement Marking.

B. This contract will be comprised of numerous task orders of several types of projects based on an individual conceptual design or scope focused on safety issues. These projects will consist of any one or more of the following:

1. Pedestrian Improvements.
2. Signing and Marking.
3. Realignment.
4. Roundabouts.
5. Sharpe Curve Treatments.
6. Rumble Strips or Stripes.
7. Guidance on Vegetation Removal.
8. Corridor Improvements (i.e.: median cross-overs, R-Cuts.
9. Traffic, Access Management) Guardrail or re-design of Accident Prone Intersections.

C. Each task will be defined by a specific location, corridor or project to be designed, a scope of required work, an individual schedule, and a negotiated estimate of resources required to complete the work. The Department will approve the scope of work for each task, following discussions with the Consultant and the successful completion of task estimates and schedules. The Department will issue specific written instructions to proceed for each task order. It is not the intent of this contract that task orders be initiated or completed sequential to one another. Design of each project/task order shall proceed simultaneously with other task orders.

D. The Consultant shall be responsible for all tasked preconstruction activities including, but not limited to: project justification, Transportation Enhancement Activity (TE) studies, project location mapping, concept development, Project Team Initiation Process (PTIP) development, draft project charter, database preparation, property research, property resolution, field staking of right of way (if required), environmental field studies, and environmental document preparation, also engineering studies such as traffic analysis, intersection capacity analysis, subsurface utility investigations, plan development and drainage design:

1. The Consultant shall be responsible for gathering all data required to develop the plans. Techniques should be utilized which will: 1) maximize use of existing data available from the Department and other local government agencies, 2) minimize staff time of the Department and other local government agencies in the accumulation and dissemination of the data, and 3) collect information in the most efficient and cost-effective manner possible.

2. The Department may provide information such as construction and/or right-of-way plans from previous projects and inventory information on existing equipment. However, the Consultant must validate any information provided by the Department and provide supplemental information, if required. The Consultant will be responsible for collecting all information that is not available from the Department. The Consultant will track and report right-of-way status as needed to ensure projects meet the established letting dates.

3. The Department will provide the Consultant with one set of the Construction Detail Sheets, Standards Sheets, and current specifications for use in developing these plans.

4. The Consultant will be required to follow the Department's Plan Development Process. It is expected that the Consultant will work with the Department to minimize timelines and closely monitor the progress of all activities. Report budget and evaluate against preliminary cost estimates. Additionally, it is expected that the consultant will participate as needed with any schedule reviews or status updates and presentations.

5. Concept Reports may not be required for all projects; Concept Validation will be required for projects with an existing approved Concept Report. Projects that do not require a Concept Report will require a kick-off meeting similar to a concept team meeting. The Consultant shall coordinate a field meeting with the District Engineer or his designee and the Traffic Operations Project Manager to review the existing conditions and discuss proposed improvements prior to collecting field data for each task order (project).

6. Within three (3) working days of the field kick-off meeting, the consultant shall prepare and distribute meeting minutes to all attendees.

E. Deliverables:

1. The Consultant shall complete all field studies, prepare and submit all tasked reports, studies, audits, other assigned documents and complete final environmental documents for each project (task order).

2. The Consultant shall coordinate the review and approval of all reports, studies and audits directly through the Departments Highway Safety Section Manager and provide copies of the approved documents to the Departments Project Manager and Highway Safety Section Manager.

3. The Consultant shall coordinate the review and approval of all environmental reports directly through the assigned National Environmental Policy Act (NEPA) coordinator at the Department's Office of Environmental Services.

4. The Consultant shall provide a copy of the approved environmental document to the Project Manager upon its completion. If plan changes occur which require additional field studies and/or changes to the environmental document, the Department may request a task order revision for additional work. Changes shall be provided at no cost to the Department if the change is a result of an error or omission on the part of the Consultant.

5. All reports (i.e. Traffic Engineering Studies, Road Safety Audits, Before and After Studies, etc.) must be provided a Microsoft Word format and a PDF format. All electronic files may be provided on a CD-ROM, through email or thru a FTP Site.

6. The Consultant's design will be in English units and in accordance with the Department's design policies, guidelines, procedures, and standards. All drafting and design work shall be completed utilizing Microstation and InRoads software respectively.

F. Preparation and Assembly of Plan Packages:

1. The Consultant shall assemble plan sheets in accordance with the Department's Plan Presentation Guide.

2. The Consultant shall be responsible for assembling all information required for Preliminary Field Plan Review, Final Field Plan Review, and Final Plan submissions in accordance with the appropriate Departmental checklist.

3. With each Preliminary Field Plan Review (PFPR), Final Field Plan Review (FFPR), and Final Package, the Consultant shall provide a detailed cost estimate for the project. The Department's Construction Estimating System (CES) Program shall be used to generate the cost estimate. A detailed cost estimate for each lump sum signal item shall be provided. The costs used for estimating should include the cost of all materials, labor, and equipment needed to complete the installation. This estimate shall be provided in an Excel format, an example of which will be provided by the Department.

4. The Consultant shall attend and participate in the Preliminary Field Plan Review and the Final Field Plan Review:

a. The consultant shall provide written responses to all Field Plan Review Reports to the Department's project manager no later than 48 hours prior to the distribution deadline.

b. The Consultant shall make any necessary plan corrections as might be determined during these field reviews.

G. Preliminary Field Plan Review, Final Field Plan Review, Utility submission plans, Right of Way Plans, and Final Plans must be provided in hard copy and in an electronic .DGN file format compatible with the latest version of Microstation used by the Department. All electronic files must be provided on CD-ROMS that are ready for use on the Department's workstations.

H. The Department may request a task order revision if plan changes are required after final plan submission. The Consultant shall provide plan revisions or Use on Construction Revisions, as appropriate.

7. Related Key Team Leaders:

A. Lead Engineer.
B. Safety Engineer.
C. Traffic Engineer.

## EXHIBIT I-2

Project/Contract 2

1. **Project Number(s):** **N/A**
2. **PI Number(s):** **N/A**
3. **County(ies):** **See Attached Map**
4. **Description:** **Safety Design Services**
   **Region B, District 3-Thomaston, and District 6-Cartersville**

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 |
|---|---|
| 3.06 | Traffic Operations Studies |
| 3.07 | Traffic Operations Design |
| 3.09 | Traffic Control Systems Analysis, Design and Implementation |

B. 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) |
| 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 |
| 3.13 | Facilities for Bicycles and Pedestrians |
| 5.01 | Land Surveyng |
| 5.02 | Engineering Surveying |
| 5.04 | Aerial Photography |
| 5.08 | Overhead/Subsurface Utility Engineering (SUE) |
| 9.01 | Erosion, Sedimentation, and Pollution Control and Plan |

6. Scope of Services:

The Consultant shall provide:

A. Under the terms of this Agreement, the selected consultant(s) will provide Safety Design Services for one of three regions in the state. The regions are based upon GDOT District boundaries and are grouped as follows: Region B, District 3-Thomaston, and District 6-Cartersville. The Consultant will perform all services as determined through negotiations of individual task orders and provide all detailed work, services, materials, equipment and supplies to perform the work as an on-call service.

The Scope of Services for the various Task Orders may include, but are not limited to the following items:

1. Crash Data Scanning & Analysis.
2. Road Safety Audits.
3. Benefit Cost Analysis.
4. Roundabout Feasibility Studies.
5. Peer Reviews.
6. Concept Development and Reports.
7. Project Justification Statements.
8. Preliminary Cost Estimates.
9. Before & After Crash Study.
10. Traffic Engineering Studies.
11. Traffic Analysis.
12. Intersection capacity analysis.
13. Corridor capacity analysis.
14. Survey.
15. Database Preparation.
16. Subsurface Utility Investigations.
17. Property Research & Resolution.
18. Field Staking of right of way.
19. Environmental Field Studies.
20. Environmental Document Preparation.
21. Plan Development and Review.
22. Conceptual Drawings.
23. Drainage design.
24. Roundabouts Design.
25. Sharp Curve Treatment Design.
26. Design for Corridor Improvements.
27. Design for Guardrail and Cable Barrier.
28. Design for Intersection Improvements and Alternative Intersections.
29. Design for Sign Replacement.
30. Design for Pavement Marking.

B. This contract will be comprised of numerous task orders of several types of projects based on an individual conceptual design or scope focused on safety issues. These projects will consist of any one or more of the following:

1. Pedestrian Improvements.
2. Signing and Marking.
3. Realignment.
4. Roundabouts.
5. Sharpe Curve Treatments.
6. Rumble Strips or Stripes.
7. Guidance on Vegetation Removal.
8. Corridor Improvements (i.e.: median cross-overs, R-Cuts.
9. Traffic, Access Management) Guardrail or re-design of Accident Prone Intersections.

C. Each task will be defined by a specific location, corridor or project to be designed, a scope of required work, an individual schedule, and a negotiated estimate of resources required to complete the work. The Department will approve the scope of work for each task, following discussions with the Consultant and the successful completion of task estimates and schedules. The Department will issue specific written instructions to proceed for each task order. It is not the intent of this contract that task orders be initiated or completed sequential to one another. Design of each project/task order shall proceed simultaneously with other task orders.

D. The Consultant shall be responsible for all tasked preconstruction activities including, but not limited to: project justification, Transportation Enhancement Activity (TE) studies, project location mapping, concept development, Project Team Initiation Process (PTIP) development, draft project charter, database preparation, property research, property resolution, field staking of right of way (if required), environmental field studies, and environmental document preparation, also engineering studies such as traffic analysis, intersection capacity analysis, subsurface utility investigations, plan development and drainage design:

1. The Consultant shall be responsible for gathering all data required to develop the plans. Techniques should be utilized which will: 1) maximize use of existing data available from the Department and other local government agencies, 2) minimize staff time of the Department and other local government agencies in the accumulation and dissemination of the data, and 3) collect information in the most efficient and cost-effective manner possible.

2. The Department may provide information such as construction and/or right-of-way plans from previous projects and inventory information on existing equipment. However, the Consultant must validate any information provided by the Department and provide supplemental information, if required. The Consultant will be responsible for collecting all information that is not available from the Department. The Consultant will track and report right-of-way status as needed to ensure projects meet the established letting dates.

3. The Department will provide the Consultant with one set of the Construction Detail Sheets, Standards Sheets, and current specifications for use in developing these plans.

4. The Consultant will be required to follow the Department's Plan Development Process. It is expected that the Consultant will work with the Department to minimize timelines and closely monitor the progress of all activities. Report budget and evaluate against preliminary cost estimates. Additionally, it is expected that the consultant will participate as needed with any schedule reviews or status updates and presentations.

5. Concept Reports may not be required for all projects; Concept Validation will be required for projects with an existing approved Concept Report. Projects that do not require a Concept Report will require a kick-off meeting similar to a concept team meeting. The Consultant shall coordinate a field meeting with the District Engineer or his designee and the Traffic Operations Project Manager to review the existing conditions and discuss proposed improvements prior to collecting field data for each task order (project).

6. Within three (3) working days of the field kick-off meeting, the consultant shall prepare and distribute meeting minutes to all attendees.

E. Deliverables:

1. The Consultant shall complete all field studies, prepare and submit all tasked reports, studies, audits, other assigned documents and complete final environmental documents for each project (task order).

2. The Consultant shall coordinate the review and approval of all reports, studies and audits directly through the Departments Highway Safety Section Manager and provide copies of the approved documents to the Departments Project Manager and Highway Safety Section Manager.

3. The Consultant shall coordinate the review and approval of all environmental reports directly through the assigned National Environmental Policy Act (NEPA) coordinator at the Department's Office of Environmental Services.

4. The Consultant shall provide a copy of the approved environmental document to the Project Manager upon its completion. If plan changes occur which require additional field studies and/or changes to the environmental document, the Department may request a task order revision for additional work. Changes shall be provided at no cost to the Department if the change is a result of an error or omission on the part of the Consultant.

5. All reports (i.e. Traffic Engineering Studies, Road Safety Audits, Before and After Studies, etc.) must be provided a Microsoft Word format and a PDF format. All electronic files may be provided on a CD-ROM, through email or thru a FTP Site.

6. The Consultant's design will be in English units and in accordance with the Department's design policies, guidelines, procedures, and standards. All drafting and design work shall be completed utilizing Microstation and InRoads software respectively.

F. Preparation and Assembly of Plan Packages:

1. The Consultant shall assemble plan sheets in accordance with the Department's Plan Presentation Guide.

2. The Consultant shall be responsible for assembling all information required for Preliminary Field Plan Review, Final Field Plan Review, and Final Plan submissions in accordance with the appropriate Departmental checklist.

3. With each Preliminary Field Plan Review (PFPR), Final Field Plan Review (FFPR), and Final Package, the Consultant shall provide a detailed cost estimate for the project. The Department's Construction Estimating System (CES) Program shall be used to generate the cost estimate. A detailed cost estimate for each lump sum signal item shall be provided. The costs used for estimating should include the cost of all materials, labor, and equipment needed to complete the installation. This estimate shall be provided in an Excel format, an example of which will be provided by the Department.

4. The Consultant shall attend and participate in the Preliminary Field Plan Review and the Final Field Plan Review:

a. The consultant shall provide written responses to all Field Plan Review Reports to the Department's project manager no later than 48 hours prior to the distribution deadline.

b. The Consultant shall make any necessary plan corrections as might be determined during these field reviews.

G. Preliminary Field Plan Review, Final Field Plan Review, Utility submission plans, Right of Way Plans, and Final Plans must be provided in hard copy and in an electronic .DGN file format compatible with the latest version of Microstation used by the Department. All electronic files must be provided on CD-ROMS that are ready for use on the Department's workstations.

H. The Department may request a task order revision if plan changes are required after final plan submission. The Consultant shall provide plan revisions or Use on Construction Revisions, as appropriate.

7. Related Key Team Leaders:

A. Lead Engineer.
B. Safety Engineer.
C. Traffic Engineer.

## EXHIBIT I-3

Project/Contract 3

1. **Project Number(s):** **N/A**
2. **PI Number(s):** **N/A**
3. **County(ies):** **See Attached Map**
4. **Description:** **Safety Design Services**
   **Region C, District 4-Tifton, and District 7-Chamblee**

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 |
|---|---|
| 3.06 | Traffic Operations Studies |
| 3.07 | Traffic Operations Design |
| 3.09 | Traffic Control Systems Analysis, Design and Implementation |

B. 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) |
| 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 |
| 3.10 | Utility Coordination |
| 3.13 | Facilities for Bicycles and Pedestrians |
| 5.01 | Land Surveyng |
| 5.02 | Engineering Surveying |
| 5.04 | Aerial Photography |
| 5.08 | Overhead/Subsurface Utility Engineering (SUE) |
| 9.01 | Erosion, Sedimentation, and Pollution Control and Plan |

6. Scope of Services:

The Consultant shall provide:

A. Under the terms of this Agreement, the selected consultant(s) will provide Safety Design Services for one of three regions in the state. The regions are based upon GDOT District boundaries and are grouped as follows: Region C, District 4-Tifton, and District 7-Chamblee. The Consultant will perform all services as determined through negotiations of individual task orders and provide all detailed work, services, materials, equipment and supplies to perform the work as an on-call service.

The Scope of Services for the various Task Orders may include, but are not limited to the following items:

1. Crash Data Scanning & Analysis.
2. Road Safety Audits.
3. Benefit Cost Analysis.
4. Roundabout Feasibility Studies.
5. Peer Reviews.
6. Concept Development and Reports.
7. Project Justification Statements.
8. Preliminary Cost Estimates.
9. Before & After Crash Study.
10. Traffic Engineering Studies.
11. Traffic Analysis.
12. Intersection capacity analysis.
13. Corridor capacity analysis.
14. Survey.
15. Database Preparation.
16. Subsurface Utility Investigations.
17. Property Research & Resolution.
18. Field Staking of right of way.
19. Environmental Field Studies.
20. Environmental Document Preparation.
21. Plan Development and Review.
22. Conceptual Drawings.
23. Drainage design.
24. Roundabouts Design.
25. Sharp Curve Treatment Design.
26. Design for Corridor Improvements.
27. Design for Guardrail and Cable Barrier.
28. Design for Intersection Improvements and Alternative Intersections.
29. Design for Sign Replacement.
30. Design for Pavement Marking.

B. This contract will be comprised of numerous task orders of several types of projects based on an individual conceptual design or scope focused on safety issues. These projects will consist of any one or more of the following:

1. Pedestrian Improvements.
2. Signing and Marking.
3. Realignment.
4. Roundabouts.
5. Sharpe Curve Treatments.
6. Rumble Strips or Stripes.
7. Guidance on Vegetation Removal.
8. Corridor Improvements (i.e.: median cross-overs, R-Cuts.
9. Traffic, Access Management) Guardrail or re-design of Accident Prone Intersections.

C. Each task will be defined by a specific location, corridor or project to be designed, a scope of required work, an individual schedule, and a negotiated estimate of resources required to complete the work. The Department will approve the scope of work for each task, following discussions with the Consultant and the successful completion of task estimates and schedules. The Department will issue specific written instructions to proceed for each task order. It is not the intent of this contract that task orders be initiated or completed sequential to one another. Design of each project/task order shall proceed simultaneously with other task orders.

D. The Consultant shall be responsible for all tasked preconstruction activities including, but not limited to: project justification, Transportation Enhancement Activity (TE) studies, project location mapping, concept development, Project Team Initiation Process (PTIP) development, draft project charter, database preparation, property research, property resolution, field staking of right of way (if required), environmental field studies, and environmental document preparation, also engineering studies such as traffic analysis, intersection capacity analysis, subsurface utility investigations, plan development and drainage design:

1. The Consultant shall be responsible for gathering all data required to develop the plans. Techniques should be utilized which will: 1) maximize use of existing data available from the Department and other local government agencies, 2) minimize staff time of the Department and other local government agencies in the accumulation and dissemination of the data, and 3) collect information in the most efficient and cost-effective manner possible.

2. The Department may provide information such as construction and/or right-of-way plans from previous projects and inventory information on existing equipment. However, the Consultant must validate any information provided by the Department and provide supplemental information, if required. The Consultant will be responsible for collecting all information that is not available from the Department. The Consultant will track and report right-of-way status as needed to ensure projects meet the established letting dates.

3. The Department will provide the Consultant with one set of the Construction Detail Sheets, Standards Sheets, and current specifications for use in developing these plans.

4. The Consultant will be required to follow the Department's Plan Development Process. It is expected that the Consultant will work with the Department to minimize timelines and closely monitor the progress of all activities. Report budget and evaluate against preliminary cost estimates. Additionally, it is expected that the consultant will participate as needed with any schedule reviews or status updates and presentations.

5. Concept Reports may not be required for all projects; Concept Validation will be required for projects with an existing approved Concept Report. Projects that do not require a Concept Report will require a kick-off meeting similar to a concept team meeting. The Consultant shall coordinate a field meeting with the District Engineer or his designee and the Traffic Operations Project Manager to review the existing conditions and discuss proposed improvements prior to collecting field data for each task order (project).

6. Within three (3) working days of the field kick-off meeting, the consultant shall prepare and distribute meeting minutes to all attendees.

E. Deliverables:

1. The Consultant shall complete all field studies, prepare and submit all tasked reports, studies, audits, other assigned documents and complete final environmental documents for each project (task order).

2. The Consultant shall coordinate the review and approval of all reports, studies and audits directly through the Departments Highway Safety Section Manager and provide copies of the approved documents to the Departments Project Manager and Highway Safety Section Manager.

3. The Consultant shall coordinate the review and approval of all environmental reports directly through the assigned National Environmental Policy Act (NEPA) coordinator at the Department's Office of Environmental Services.

4. The Consultant shall provide a copy of the approved environmental document to the Project Manager upon its completion. If plan changes occur which require additional field studies and/or changes to the environmental document, the Department may request a task order revision for additional work. Changes shall be provided at no cost to the Department if the change is a result of an error or omission on the part of the Consultant.

5. All reports (i.e. Traffic Engineering Studies, Road Safety Audits, Before and After Studies, etc.) must be provided a Microsoft Word format and a PDF format. All electronic files may be provided on a CD-ROM, through email or thru a FTP Site.

6. The Consultant's design will be in English units and in accordance with the Department's design policies, guidelines, procedures, and standards. All drafting and design work shall be completed utilizing Microstation and InRoads software respectively.

F. Preparation and Assembly of Plan Packages:

1. The Consultant shall assemble plan sheets in accordance with the Department's Plan Presentation Guide.

2. The Consultant shall be responsible for assembling all information required for Preliminary Field Plan Review, Final Field Plan Review, and Final Plan submissions in accordance with the appropriate Departmental checklist.

3. With each Preliminary Field Plan Review (PFPR), Final Field Plan Review (FFPR), and Final Package, the Consultant shall provide a detailed cost estimate for the project. The Department's Construction Estimating System (CES) Program shall be used to generate the cost estimate. A detailed cost estimate for each lump sum signal item shall be provided. The costs used for estimating should include the cost of all materials, labor, and equipment needed to complete the installation. This estimate shall be provided in an Excel format, an example of which will be provided by the Department.

4. The Consultant shall attend and participate in the Preliminary Field Plan Review and the Final Field Plan Review:

a. The consultant shall provide written responses to all Field Plan Review Reports to the Department's project manager no later than 48 hours prior to the distribution deadline.

b. The Consultant shall make any necessary plan corrections as might be determined during these field reviews.

G. Preliminary Field Plan Review, Final Field Plan Review, Utility submission plans, Right of Way Plans, and Final Plans must be provided in hard copy and in an electronic .DGN file format compatible with the latest version of Microstation used by the Department. All electronic files must be provided on CD-ROMS that are ready for use on the Department's workstations.

H. The Department may request a task order revision if plan changes are required after final plan submission. The Consultant shall provide plan revisions or Use on Construction Revisions, as appropriate.

7. Related Key Team Leaders:

A. Lead Engineer.
B. Safety Engineer.
C. Traffic Engineer.

# 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**

**GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT**

Contracting Entity/Respondent: _____

Address: _____

Solicitation No./Contract No. : **RFQ-484-102915**

Solicitation/Contract Name: **Safety Design 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 | | | | | | | |

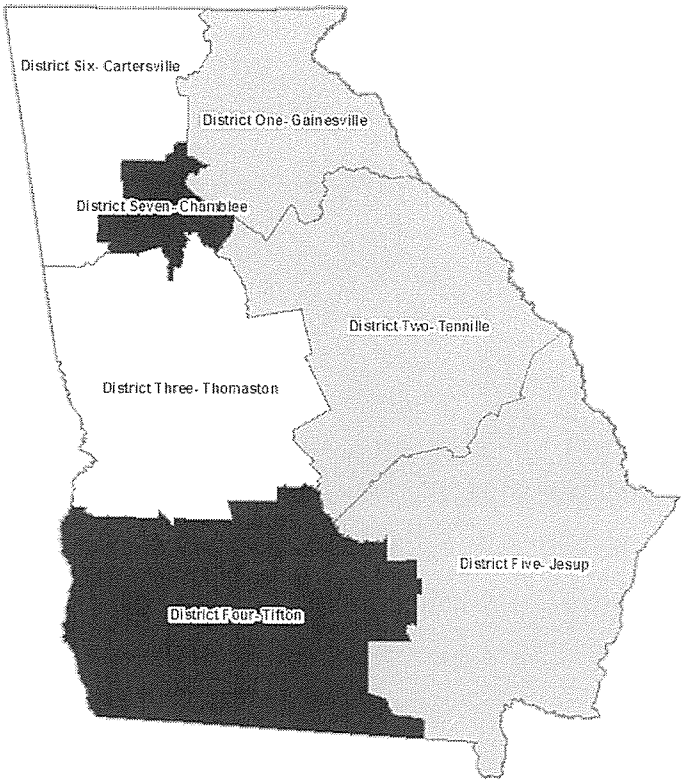
| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 3.10 | Utility Coordination | | | | | | | |
| 3.11 | Architecture | | | | | | | |
| 3.12 | Hydraulic and Hydrological Studies (Roadway) | | | | | | | |
| 3.13 | Facilities for Bicycles and Pedestrians | | | | | | | |
| 3.14 | Historic Rehabilitation | | | | | | | |
| 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 Engineering Projects

| | | # of Pages Allowed |
|---|---|---|
| Cover Page | -> | 1 |
| A. Administrative Requirements | | |
| 1. Basic Company Information | | |
| a. Company name | | |
| b. Company Headquarter Address | | Excluded |
| c. Contact Information | | |
| d. Company Website | | |
| e. Georgia Addresses | | |
| f. Staff | | |
| g. Ownership | | |
| 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 | | 2 |
| c. Relevant engineering experience | | |
| d. Relevant project management experience | | |
| e. Relevant experience using GDOT specific processes, etc. | | |
| 2. Key Team Leader Experience | | |
| **a.** Education | | 1 (each) |
| **b.** Registration | | |
| **c.** Relevant experience in applicable resource area | | |
| **d.** Relevant experience using GDOT specific processes, etc. | | |
| 3. Prime's Experience | | |
| a. Client name, project location, and dates | | |
| b. Description of overall project and services performed | | 2 |
| c. Duration of project services provided | | |
| d. Experience using GDOT specific processes, etc. | | |
| e. Clients current contact information | | |
| f. Involvement of Key Team Leaders | | |
| 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 | -> | Excluded |
| b. Primary office to handle project and staff description of office and benefits of office | | |
| c. Narrative on Additional Resource Areas and Ability | | 1 |
| 2. Project Manager Commitment Table | -> | Excluded |
| 3. Key Team Leaders Project commitment table | -> | Excluded |

| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 011 | Banks | 1 | A |
| 013 | Barrow | 1 | A |
| 059 | Clarke | 1 | A |
| 085 | Dawson | 1 | A |
| 105 | Elbert | 1 | A |
| 117 | Forsyth | 1 | A |
| 119 | Franklin | 1 | A |
| 135 | Gwinnett | 1 | A |
| 137 | Habersham | 1 | A |
| 139 | Hall | 1 | A |
| 147 | Hart | 1 | A |
| 157 | Jackson | 1 | A |
| 187 | Lumpkin | 1 | A |
| 195 | Madison | 1 | A |
| 219 | Oconee | 1 | A |
| 241 | Rabun | 1 | A |
| 257 | Stephens | 1 | A |
| 281 | Towns | 1 | A |
| 291 | Union | 1 | A |
| 297 | Walton | 1 | A |
| 311 | White | 1 | A |
| 009 | Baldwin | 2 | A |
| 023 | Bleckley | 2 | A |
| 033 | Burke | 2 | A |
| 073 | Columbia | 2 | A |
| 091 | Dodge | 2 | A |
| 107 | Emanuel | 2 | A |
| 125 | Glascock | 2 | A |
| 133 | Greene | 2 | A |
| 141 | Hancock | 2 | A |
| 159 | Jasper | 2 | A |
| 163 | Jefferson | 2 | A |
| 165 | Jenkins | 2 | A |
| 167 | Johnson | 2 | A |
| 175 | Laurens | 2 | A |
| 181 | Lincoln | 2 | A |
| 189 | McDuffie | 2 | A |
| 197 | Marion | 2 | A |
| 211 | Morgan | 2 | A |
| 217 | Newton | 2 | A |

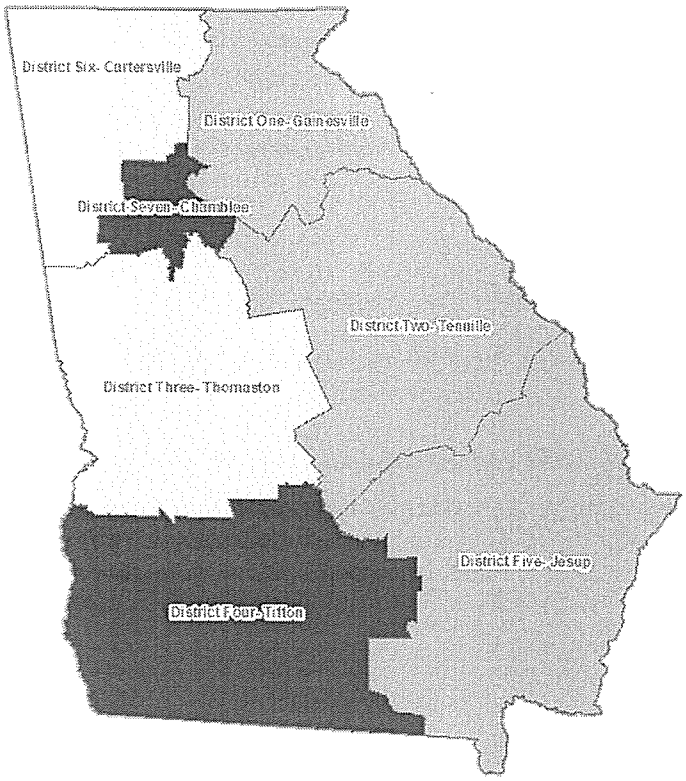


| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 221 | Oglethorpe | 2 | A |
| 237 | Putnam | 2 | A |
| 245 | Richmond | 2 | A |
| 265 | Taliaferro | 2 | A |
| 283 | Treutlen | 2 | A |
| 301 | Warren | 2 | A |
| 303 | Washington | 2 | A |
| 317 | Wilkes | 2 | A |
| 319 | Wilkinson | 2 | A |
| 021 | Bibb | 3 | B |
| 035 | Butts | 3 | B |
| 053 | Chattahoochee | 3 | B |
| 077 | Coweta | 3 | B |
| 079 | Crawford | 3 | B |
| 093 | Dooly | 3 | B |
| 113 | Fayette | 3 | B |
| 145 | Harris | 3 | B |
| 149 | Heard | 3 | B |
| 151 | Henry | 3 | B |
| 153 | Houston | 3 | B |
| 169 | Jones | 3 | B |
| 171 | Lamar | 3 | B |
| 193 | Macon | 3 | B |
| 199 | Meriwether | 3 | B |
| 207 | Monroe | 3 | B |
| 215 | Muscogee | 3 | B |
| 225 | Peach | 3 | B |
| 231 | Pike | 3 | B |
| 235 | Pulaski | 3 | B |
| 249 | Schley | 3 | B |
| 255 | Spalding | 3 | B |
| 259 | Stewart | 3 | B |
| 261 | Sumter | 3 | B |
| 263 | Talbot | 3 | B |
| 269 | Taylor | 3 | B |
| 285 | Troup | 3 | B |
| 289 | Twiggs | 3 | B |
| 293 | Upson | 3 | B |
| 307 | Webster | 3 | B |
| 003 | Atkinson | 4 | C |

| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 007 | Baker | 4 | C |
| 017 | Ben Hill | 4 | C |
| 019 | Berrien | 4 | C |
| 027 | Brooks | 4 | C |
| 037 | Calhoun | 4 | C |
| 061 | Clay | 4 | C |
| 069 | Coffee | 4 | C |
| 071 | Colquitt | 4 | C |
| 075 | Cook | 4 | C |
| 081 | Crisp | 4 | C |
| 087 | Decatur | 4 | C |
| 095 | Dougherty | 4 | C |
| 099 | Early | 4 | C |
| 101 | Echols | 4 | C |
| 131 | Grady | 4 | C |
| 155 | Irwin | 4 | C |
| 173 | Lanier | 4 | C |
| 177 | Lee | 4 | C |
| 185 | Lowndes | 4 | C |
| 201 | Miller | 4 | C |
| 205 | Mitchell | 4 | C |
| 239 | Quitman | 4 | C |
| 243 | Randolph | 4 | C |
| 253 | Seminole | 4 | C |
| 273 | Terrell | 4 | C |
| 275 | Thomas | 4 | C |
| 277 | Tift | 4 | C |
| 287 | Turner | 4 | C |
| 315 | Wilcox | 4 | C |
| 321 | Worth | 4 | C |
| 001 | Appling | 5 | A |
| 005 | Bacon | 5 | A |
| 025 | Brantley | 5 | A |
| 029 | Bryan | 5 | A |
| 031 | Bulloch | 5 | A |
| 039 | Camden | 5 | A |
| 043 | Candler | 5 | A |
| 049 | Charlton | 5 | A |
| 051 | Chatham | 5 | A |
| 065 | Clinch | 5 | A |

| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 103 | Effingham | 5 | A |
| 109 | Evans | 5 | A |
| 127 | Glynn | 5 | A |
| 161 | Jeff Davis | 5 | A |
| 179 | Liberty | 5 | A |
| 183 | Long | 5 | A |
| 191 | McIntosh | 5 | A |
| 209 | Montgomery | 5 | A |
| 229 | Pierce | 5 | A |
| 251 | Screven | 5 | A |
| 267 | Tattnall | 5 | A |
| 271 | Telfair | 5 | A |
| 279 | Toombs | 5 | A |
| 299 | Ware | 5 | A |
| 305 | Wayne | 5 | A |
| 309 | Wheeler | 5 | A |
| 015 | Bartow | 6 | B |
| 045 | Carroll | 6 | B |
| 047 | Catoosa | 6 | B |
| 055 | Chattooga | 6 | B |
| 057 | Cherokee | 6 | B |
| 083 | Dade | 6 | B |
| 111 | Fannin | 6 | B |
| 115 | Floyd | 6 | B |
| 123 | Gilmer | 6 | B |
| 129 | Gordon | 6 | B |
| 143 | Haralson | 6 | B |
| 213 | Murray | 6 | B |
| 223 | Paulding | 6 | B |
| 227 | Pickens | 6 | B |
| 233 | Polk | 6 | B |
| 295 | Walker | 6 | B |
| 313 | Whitfield | 6 | B |
| 063 | Clayton | 7 | C |
| 067 | Cobb | 7 | C |
| 089 | Dekalb | 7 | C |
| 097 | Douglas | 7 | C |
| 121 | Fulton | 7 | C |
| 247 | Rockdale | 7 | C |

| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 011 | Banks | 1 | A |
| 013 | Barrow | 1 | A |
| 059 | Clarke | 1 | A |
| 085 | Dawson | 1 | A |
| 105 | Elbert | 1 | A |
| 117 | Forsyth | 1 | A |
| 119 | Franklin | 1 | A |
| 135 | Gwinnett | 1 | A |
| 137 | Habersham | 1 | A |
| 139 | Hall | 1 | A |
| 147 | Hart | 1 | A |
| 157 | Jackson | 1 | A |
| 187 | Lumpkin | 1 | A |
| 195 | Madison | 1 | A |
| 219 | Oconee | 1 | A |
| 241 | Rabun | 1 | A |
| 257 | Stephens | 1 | A |
| 281 | Towns | 1 | A |
| 291 | Union | 1 | A |
| 297 | Walton | 1 | A |
| 311 | White | 1 | A |
| 009 | Baldwin | 2 | A |
| 023 | Bleckley | 2 | A |
| 033 | Burke | 2 | A |
| 073 | Columbia | 2 | A |
| 091 | Dodge | 2 | A |
| 107 | Emanuel | 2 | A |
| 125 | Glascock | 2 | A |
| 133 | Greene | 2 | A |
| 141 | Hancock | 2 | A |
| 159 | Jasper | 2 | A |
| 163 | Jefferson | 2 | A |
| 165 | Jenkins | 2 | A |
| 167 | Johnson | 2 | A |
| 175 | Laurens | 2 | A |
| 181 | Lincoln | 2 | A |
| 189 | McDuffie | 2 | A |
| 197 | Marion | 2 | A |
| 211 | Morgan | 2 | A |
| 217 | Newton | 2 | A |



| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 221 | Oglethorpe | 2 | A |
| 237 | Putnam | 2 | A |
| 245 | Richmond | 2 | A |
| 265 | Taliaferro | 2 | A |
| 283 | Treutlen | 2 | A |
| 301 | Warren | 2 | A |
| 303 | Washington | 2 | A |
| 317 | Wilkes | 2 | A |
| 319 | Wilkinson | 2 | A |
| 021 | Bibb | 3 | B |
| 035 | Butts | 3 | B |
| 053 | Chattahoochee | 3 | B |
| 077 | Coweta | 3 | B |
| 079 | Crawford | 3 | B |
| 093 | Dooly | 3 | B |
| 113 | Fayette | 3 | B |
| 145 | Harris | 3 | B |
| 149 | Heard | 3 | B |
| 151 | Henry | 3 | B |
| 153 | Houston | 3 | B |
| 169 | Jones | 3 | B |
| 171 | Lamar | 3 | B |
| 193 | Macon | 3 | B |
| 199 | Meriwether | 3 | B |
| 207 | Monroe | 3 | B |
| 215 | Muscogee | 3 | B |
| 225 | Peach | 3 | B |
| 231 | Pike | 3 | B |
| 235 | Pulaski | 3 | B |
| 249 | Schley | 3 | B |
| 255 | Spalding | 3 | B |
| 259 | Stewart | 3 | B |
| 261 | Sumter | 3 | B |
| 263 | Talbot | 3 | B |
| 269 | Taylor | 3 | B |
| 285 | Troup | 3 | B |
| 289 | Twiggs | 3 | B |
| 293 | Upson | 3 | B |
| 307 | Webster | 3 | B |
| 003 | Atkinson | 4 | C |

| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 007 | Baker | 4 | C |
| 017 | Ben Hill | 4 | C |
| 019 | Berrien | 4 | C |
| 027 | Brooks | 4 | C |
| 037 | Calhoun | 4 | C |
| 061 | Clay | 4 | C |
| 069 | Coffee | 4 | C |
| 071 | Colquitt | 4 | C |
| 075 | Cook | 4 | C |
| 081 | Crisp | 4 | C |
| 087 | Decatur | 4 | C |
| 095 | Dougherty | 4 | C |
| 099 | Early | 4 | C |
| 101 | Echols | 4 | C |
| 131 | Grady | 4 | C |
| 155 | Irwin | 4 | C |
| 173 | Lanier | 4 | C |
| 177 | Lee | 4 | C |
| 185 | Lowndes | 4 | C |
| 201 | Miller | 4 | C |
| 205 | Mitchell | 4 | C |
| 239 | Quitman | 4 | C |
| 243 | Randolph | 4 | C |
| 253 | Seminole | 4 | C |
| 273 | Terrell | 4 | C |
| 275 | Thomas | 4 | C |
| 277 | Tift | 4 | C |
| 287 | Turner | 4 | C |
| 315 | Wilcox | 4 | C |
| 321 | Worth | 4 | C |
| 001 | Appling | 5 | A |
| 005 | Bacon | 5 | A |
| 025 | Brantley | 5 | A |
| 029 | Bryan | 5 | A |
| 031 | Bulloch | 5 | A |
| 039 | Camden | 5 | A |
| 043 | Candler | 5 | A |
| 049 | Charlton | 5 | A |
| 051 | Chatham | 5 | A |
| 065 | Clinch | 5 | A |

| Number | County Name | GDOT District | Scope Region |
|---|---|---|---|
| 103 | Effingham | 5 | A |
| 109 | Evans | 5 | A |
| 127 | Glynn | 5 | A |
| 161 | Jeff Davis | 5 | A |
| 179 | Liberty | 5 | A |
| 183 | Long | 5 | A |
| 191 | McIntosh | 5 | A |
| 209 | Montgomery | 5 | A |
| 229 | Pierce | 5 | A |
| 251 | Screven | 5 | A |
| 267 | Tattnall | 5 | A |
| 271 | Telfair | 5 | A |
| 279 | Toombs | 5 | A |
| 299 | Ware | 5 | A |
| 305 | Wayne | 5 | A |
| 309 | Wheeler | 5 | A |
| 015 | Bartow | 6 | B |
| 045 | Carroll | 6 | B |
| 047 | Catoosa | 6 | B |
| 055 | Chattooga | 6 | B |
| 057 | Cherokee | 6 | B |
| 083 | Dade | 6 | B |
| 111 | Fannin | 6 | B |
| 115 | Floyd | 6 | B |
| 123 | Gilmer | 6 | B |
| 129 | Gordon | 6 | B |
| 143 | Haralson | 6 | B |
| 213 | Murray | 6 | B |
| 223 | Paulding | 6 | B |
| 227 | Pickens | 6 | B |
| 233 | Polk | 6 | B |
| 295 | Walker | 6 | B |
| 313 | Whitfield | 6 | B |
| 063 | Clayton | 7 | C |
| 067 | Cobb | 7 | C |
| 089 | Dekalb | 7 | C |
| 097 | Douglas | 7 | C |
| 121 | Fulton | 7 | C |
| 247 | Rockdale | 7 | C |

**ADDENDUM NO. 1**

**ISSUE DATE: October 14, 2015**

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

**RFQ-484-102915: Office of Traffic Operations, Safety Design 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. Written Questions and Answers:**

| | Questions | Answers |
|---|---|---|
| 1. | Can you please confirm if we are to submit one (1) Statement of Qualifications (SOQ) for all three projects/contracts, or if we are to submit a separate SOQ for each Project/Contract (so there will be a total of three if we wanted to pursue all three projects/contracts. | Yes, you are to submit a SOQ for each Project/Exhibit separately. There are three projects/exhibits, 1-3. |
| 2. | My question relates to an item in the Scope of Services for Exhibits I-1, I-2 and I-3 (Section 6A - pgs 17, 21 and 25). It states that the Scope of Services may include the following items and lists 30 items. Item 5 is listed as Peer Reviews.<br><br>Could you please provide | The peer review is only applicable to roundabouts. This applies to Exhibits 1, 2 and 3. |

| | | |
|---|---|---|
| | clarification for this item. Is the ability to provide Peer Reviews strictly for Roundabouts or is it for any project prepared by the safety design consultant working on a Task Order? | |

# SUBMISSION & PRESCREENING CHECKLIST

| | |
|---|---|
| SOLICITATION #: | RFQ 484-102915 Safety Design Services, Ct #2 |
| SOLICITATION TITLE: | Region B-Contract 2-Districts 3 & 6 |
| SOLICITATION DUE DATE: | October 29, 2015 |
| SOLICITATION TIME DUE: | 2:00 PM |

| 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. | 10/29/2015 | 11:34 a.m. | X | X | X | X | X | X | |
| 2 | Atkins North America, Inc | 10/29/2015 | 10:32 a.m. | X | X | X | X | X | X | |
| 3 | CROY Engineering, LLC | 10/28/2015 | 10:40 a.m. | X | X | X | X | X | X | |
| 4 | GCA, Inc. | 10/28/2015 | 3:08 p.m. | X | X | X | X | X | X | |
| 5 | Gresham, Smith and Partners | 10/29/2015 | 10:40 a.m. | X | X | X | X | X | X | |
| 6 | Michael Baker Jr., Inc. | 10/29/2015 | 10:36 a.m. | X | X | X | X | X | X | |
| 7 | Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.) | 10/29/2015 | 9:25 a.m. | X | X | X | X | X | X | |
| 8 | Parsons Transportation Group, Inc. | 10/29/2015 | 11:30 a.m. | X | X | X | X | X | X | |
| 9 | Neel-Schaffer, Inc. | 10/29/2015 | 1:01 p.m. | X | X | X | X | X | X | |
| 10 | Pond & Company | 10/29/2015 | 11:07 a.m. | X | X | X | X | X | X | |
| 11 | Wolverton & Associates, Inc. | 10/29/2015 | 10:48 a.m. | X | X | X | X | X | X | |
| 12 | ARCADIS U.S., Inc. | 10/28/2015 | 2:57 p.m. | X | X | X | X | X | X | |

# SOQ AREA CLASS CHECKLIST

**Solicitation #: RFQ 484-102915 Safety Design Services**

**Solicitation Title: Region B-Contract 2-Districts 3 & 6**

| | Primes and Subconsultants | 1.06(a) | 1.06(b) | 1.06(c) | 1.06(d) | 1.06(e) | 1.06(f) | 1.06(g) | 1.07 | 3.01 | 3.02 | 3.03 | 3.06 | 3.07 | 3.09 | 3.13 | 5.01 | 5.02 | 5.04 | 5.08 | 9.01 | Certificate Expires | Comments |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **AECOM Technical Services, Inc.** | X | X | X | X | X | | | X | X | X | X | X | X | X | X | | | | | X | 2/28/2018 | |
| | HNTB Corporation | X | X | X | X | X | | | X | X | X | X | X | X | X | X | | | | | X | 9/10/2017 | |
| | Hussey, Gay, Bell & Deyoung, Inc. | X | | | | | | | | X | X | X | X | X | | X | X | X | | | X | 2/28/2018 | |
| | Long Engineering, Inc. | | | | | | | | | X | X | | | | | X | X | X | | X | X | 1/31/2018 | |
| | Southeastern Engineering, Inc. | X | | | | X | | | | X | X | X | X | X | X | X | X | X | | | X | 12/31/2016 | |
| | Ecological Solutions | X | | | | X | | X | | | | | | | | | | | | | | 2/29/2016 | |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 | |
| | Georgia Aerial Surveys, Inc. | | | | | | | | | | | | | | | | | | X | | | 4/30/2016 | |
| 2 | **Atkins North America, Inc** | X | | X | X | X | | | X | X | X | X | X | X | X | X | X | X | | X | X | 6/30/2017 | |
| | Atlanta Consulting Engineers, Inc. | | | | | | | | | | | | | | | | | | | | | 6/30/2018 | |
| | CCR Environmental, Inc. | | | | | X | | X | | | | | | | | | | | | | | 7/31/2017 | |
| | Georgia Aerial Surveys, Inc. | | | | | | | | | | | | | | | | | | X | | | 4/30/2015 | |
| | GHD, Inc. | | | | | | | | | | | | | | | | | | | | | 3/31/2018 | |
| | Long Engineering, Inc. | | | | | | | | | X | X | | | | | X | X | X | | X | X | 1/31/2018 | |
| | New South Associates, Inc. | | X | | | | X | | | | | | | | | | | | | | | 5/31/2017 | |
| | Sycamore Consulting, Inc. | | | | | | | | X | | | | | | | | | | | | | 8/31/2017 | |
| | Thomas & Hutton Engineering Co. | X | | | | | | | | X | X | X | X | X | | X | X | X | | | X | 12/31/2017 | |
| | Vanassee Hangen Bruslin, Inc. | | | | | | | | | | | | | | | | | | | | | 4/30/2018 | |
| 3 | **CROY Engineering, LLC** | X | | | | | | | X | X | X | X | X | X | X | X | X | X | | | X | **7/31/2017** | |
| | Michael Baker Jr., Inc. | X | X | X | X | X | | | X | X | X | X | X | X | X | X | | | | | X | 11/30/2017 | |
| | New South Associates, Inc. | | X | | | | X | | | | | | | | | | | | | | | 5/31/2017 | |
| | River to Tap - R2T, Inc. | | | X | X | | | | | | | | | | | | | | | | X | 7/31/2016 | |
| | Ecological Solutions | X | | | | X | | X | | | | | | | | | | | | | | 2/29/2016 | |
| | Georgia Aerial Surveys, Inc. | | | | | | | | | | | | | | | | | | X | | | 4/30/2016 | |
| | Overland Engineering, LLC | | | | | | | | | | | | | | | | | | | X | | 2/28/2015 | |
| 4 | **GCA, Inc.** | | | | | | | | | | | | X | X | X | | | | | | | **6/30/2017** | |
| | KCI Technologies, Inc. | | | X | X | | | | | X | X | X | X | X | | X | X | X | | X | X | 7/31/2017 | |
| | RS&H, Inc. | X | | | | | | | X | X | X | X | X | X | | X | | | | | X | 11/30/2016 | |
| | GHD, Inc. | | | | | | | | | X | X | X | X | | | | | | | | | 3/31/2018 | |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 | |
| | GMR Aerial Surveys Inc. d/b/a Photo Science | | | | | | | | | | | | | | | | X | X | X | | | 7/31/2016 | |
| | Signal Engineering | | | | | | | | | | | | X | | | | | | | | | 4/30/2016 | |
| | Sycamore Consulting, Inc. | | | | | | | | X | | | | | | | | | | | | | 8/31/2017 | |
| 5 | **Gresham, Smith and Partners** | X | | | | X | | | | X | X | X | X | X | X | X | | | | | X | **8/31/2017** | |
| | Wolverton & Associates, Inc. | | | | | | | | | X | X | X | X | X | X | X | X | X | | X | X | 3/31/2017 | |
| | Kittelson & Associates, Inc. | | | | | | | | | | | | X | X | | | | | | | | 11/30/2016 | |
| | United Consulting | | | | | X | | | | | | | | | | | | | | X | | 8/31/2017 | |
| | Long Engineering, Inc. | | | | | | | | | X | X | | | | | X | X | X | | X | X | 1/31/2018 | |
| | Alta Planning + Design | | | | | | | | | | | | | | | | | | | | | 3/31/2017 | |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 | |
| | American Engineers, Inc. | | | | | | | | | X | X | X | X | | | X | X | X | | X | X | 9/30/2016 | |
| | Eco-Tech Consultants, Inc. | | | | | X | | | | | | | | | | | | | | | | 8/31/2017 | |
| | Merrick & Company | | | | | | | | | | | | | | | | X | X | X | | | 11/30/2017 | |

# SOQ AREA CLASS CHECKLIST

**Solicitation #: RFQ 484-102915 Safety Design Services**

**Solicitation Title: Region B-Contract 2-Districts 3 & 6**

| | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 6 | **Michael Baker Jr., Inc.** | X | X | X | X | X | | | X | X | X | X | X | X | X | X | | | | | X | **11/30/2017** |
| | Moreland Altobelli Associates, Inc. | X | X | X | X | X | | | X | X | X | X | X | X | X | X | X | X | | X | X | 4/30/2018 |
| | Brockington and Associates | | X | | | | X | | | | | | | | | | | | | | | 10/31/2018 |
| | Long Engineering, Inc. | | | | | | | | | X | X | | | | | X | X | X | | X | X | 1/31/2018 |
| | United Consulting | | | | | X | | | | | | | | | | | | | | X | | 8/31/2017 |
| | CCR Environmental, Inc. | | | | | X | | X | | | | | | | | | | | | | | 7/31/2017 |
| | Georgia Aerial Surveys, Inc. | | | | | | | | | | | | | | | | | | X | | | 4/30/2016 |
| | Pond & Company | | | | | | | | | X | X | X | X | X | | X | | | | | X | 1/31/2018 |
| | GHD, Inc. | | | | | | | | | X | X | X | X | | | | | | | | | 3/31/2018 |
| 7 | **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** |
| | Continental Aerial Surveys, Inc. | | | | | | | | | | | | | | | | | | X | | | 8/31/2018 |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 |
| | LandAir Surveying Company of Georgia | | | | | | | | | | | | | | | | X | X | | | | 7/31/2017 |
| | Kimley-Horn and Associates, Inc. | X | | X | X | X | | | X | X | X | X | X | X | X | X | | | | | X | 8/31/2018 |
| | Southeastern Engineering, Inc. | X | | | | X | | | | X | X | X | X | X | X | X | X | X | | | X | 12/31/2016 |
| | STV Incorporated dba STV Ralph Whitehead Associates | | | X | | X | | | | X | X | X | X | X | X | X | | | | | X | 6/30/2018 |
| | Vaughn & Melton Consulting Engineers, Inc. | | | | | | | | | X | X | X | | | | X | X | X | | X | X | 8/31/2018 |
| | United Consulting | | | | | X | | | | | | | | | | | | | | X | | 8/31/2017 |
| 8 | **Parsons Transportation Group, Inc.** | | | | | | | | | X | X | X | X | X | X | X | | | | | X | **1/31/2018** |
| | Accura Engineering & Consulting Services, Inc. | | | | | | | | | | | | | | | | X | X | | X | | 3/31/2016 |
| | American Engineers, Inc. | | | | | | | | | X | X | X | X | | | X | X | X | | X | X | 9/30/2016 |
| | Cardno, Inc. | X | X | | | X | X | X | X | | | | | | | | X | X | | X | | 2/28/2018 |
| | Eco-Tech Consultants, Inc. | | | | | X | | | | | | | | | | | | | | | | 8/31/2017 |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 |
| | GEL Geophysics, LLC | | | | | | | | | | | | | | | | X | X | | X | | 1/31/2018 |
| | GT Hill Planners Corporation | X | X | X | X | X | X | | X | | | | | | | | | | | | | 10/31/2018 |
| | Jacobs Engineering Group Inc. | X | X | X | X | X | | | X | X | X | X | X | X | X | X | X | X | | | X | 5/31/2016 |
| | LandAir Surveying Company of Georgia | | | | | | | | | | | | | | | | X | X | | | | 7/31/2017 |
| | GMR Aerial Surveys Inc. d/b/a Photo Science | | | | | | | | | | | | | | | | X | X | X | | | 7/31/2016 |
| | Rochester & Associates, Inc. | | | | | | | | | X | X | | | | | X | X | X | | | X | 2/28/2017 |
| | Sycamore Consulting, Inc. | | | | | | | | X | | | | | | | | | | | | | 8/31/2017 |
| | Vision Engineering and Planning, LLC | | | | | | | | | | | | X | X | | | | | | | | 6/30/2017 |
| 9 | **Neel-Schaffer, Inc.** | | | | | | | | | X | X | X | X | X | X | | | | | | X | **11/30/2016** |
| | Atkins North America, Inc | X | | X | X | X | | | X | X | X | X | X | X | X | X | X | X | | X | X | 6/30/2017 |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 |
| | Independent Mapping Consultant | | | | | | | | | | | | | | | | | | X | | | 6/30/2018 |
| | Long Engineering, Inc. | | | | | | | | | X | X | | | | | X | X | X | | X | X | 1/31/2018 |
| | Wilburn Engineering, LLC | | | | | | | | | | | | X | X | X | | | | | | | 5/31/2017 |
| | Vaughn & Melton Consulting Engineers, Inc. | | | | | | | | | X | X | X | | | | X | X | X | | X | X | 8/31/2018 |

# SOQ AREA CLASS CHECKLIST

**Solicitation #: RFQ 484-102915 Safety Design Services**

**Solicitation Title: Region B-Contract 2-Districts 3 & 6**

| | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 10 | **Pond & Company** | | | | | | | | X | X | X | X | X | X | X | X | | | | | X | **1/31/2018** |
| | Mulkey Engineers & Consultants | X | X | | | X | | | X | X | X | X | | | | X | X | X | | X | X | 3/31/2017 |
| | Michael Baker Jr., Inc. | X | X | X | X | X | | | X | X | X | X | X | X | X | X | | | | | X | 11/30/2017 |
| | Accura Engineering & Consulting Services, Inc. | | | | | | | | | | | | | | | | X | X | | X | | 3/31/2016 |
| | GT Hill Planners Corporation | X | X | X | X | X | X | | X | | | | | | | | | | | | | 10/31/2018 |
| | Ecological Solutions | X | | | | X | | X | | | | | | | | | | | | | | 2/29/2016 |
| | Sycamore Consulting, Inc. | | | | | | | | X | | | | | | | | | | | | | 8/31/2017 |
| | Independent Mapping Consultant | | | | | | | | | | | | | | | | | | X | | | 6/30/2018 |
| 11 | **Wolverton & Associates, Inc.** | | | | | | | | | X | X | X | X | X | X | X | X | X | | X | X | **3/31/2017** |
| | Gresham, Smith and Partners | X | | | | X | | | | X | X | X | X | X | X | X | | | | | X | 8/31/2017 |
| | ARCADIS U.S., Inc. | X | | X | X | X | | | X | X | X | X | X | X | X | X | X | X | | | X | 6/30/2017 |
| | GT Hill Planners Corporation | X | X | X | X | X | X | | X | | | | | | | | | | | | | 10/31/2018 |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 |
| | Southeastern Engineering, Inc. | X | | | | X | | | | X | X | X | X | X | X | X | X | X | | | X | 12/31/2016 |
| | Long Engineering, Inc. | | | | | | | | | X | X | | | | | X | X | X | | X | X | 1/31/2018 |
| | GMR Aerial Surveys Inc. d/b/a Photo Science | | | | | | | | | | | | | | | | X | X | X | | | 7/31/2016 |
| | GHD, Inc. | | | | | | | | | X | X | X | X | | | | | | | | | 3/31/2018 |
| 12 | **ARCADIS U.S., Inc.** | X | | X | X | X | | | X | X | X | X | X | X | X | X | X | X | | | X | **6/30/2017** |
| | Wolverton & Associates, Inc. | | | | | | | | | X | X | X | X | X | X | X | X | X | | X | X | 3/31/2017 |
| | Clark Patterson Engineers, Surveyor and Architects, P.C. | | | | | | | | | X | X | X | X | X | | X | | | | | X | 5/31/2017 |
| | Edwards-Pitman Environmental, Inc. | X | X | X | X | X | X | X | X | | | | | | | | | | | | | 5/31/2017 |
| | Georgia Aerial Surveys, Inc. | | | | | | | | | | | | | | | | | | X | | | 4/30/2016 |
| | GHD, Inc. | | | | | | | | | X | X | X | X | | | | | | | | | 3/31/2018 |

# GDOT GUIDE FOR SELECTION COMMITTEE MEMBERS
## RFQ 484-102915, Safety Design Services
## Contract 1-3, Regions A-C
## Districts 1-7

***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 Friday, November 13, 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 Wednesday, December 16, 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:** | ***Region B-Contract 2-Districts 3 & 6*** | 1 | Arcadis US, Inc. |
| **Solicitation #:** | ***RFQ 484-102915 Safety Design Services, Ct #2*** | 2 | AECOM Technical Services, Inc. |
| **PHASE I - Individual Committee Member Scoring** and Overall Ranking based on Published Criteria FOR TOP TEN SUBITTALS | | 2 | Atkins North America, Inc. |
| (This Page For GDOT Use) | | 4 | Gresham Smith and Partners |
| | | 4 | Parsons Brinckerhoff, Inc. |
| | (RANKING) | 4 | Wolverton & Associates |
| | | 7 | Croy Engineering, LLC |
| | Group | 7 | GCA. Inc. |
| **SUBMITTING FIRMS** | Score / Ranking | 7 | Michael Baker International |
| | | 7 | Neel-Schaffer, Inc. |
| | | 7 | Pond & Company |
| | | 12 | Parsons Transportation Group, Inc. |

| | Score | Ranking |
|---|---|---|
| **AECOM Technical Services, Inc.** | 400 | 2 |
| **Atkins North America, Inc.** | 400 | 2 |
| **Croy Engineering, LLC** | 250 | 7 |
| **GCA. Inc.** | 250 | 7 |
| **Gresham Smith and Partners** | 375 | 4 |
| **Michael Baker International** | 250 | 7 |
| **Parsons Brinckerhoff, Inc.** | 375 | 4 |
| **Parsons Transportation Group, Inc.** | 175 | 12 |
| **Neel-Schaffer, Inc.** | 250 | 7 |
| **Pond & Company** | 250 | 7 |
| **Wolverton & Associates** | 375 | 4 |
| **Arcadis US, Inc.** | 450 | 1 |

**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. | Excellent | Adequate | 400 | 2 |
| Atkins North America, Inc. | Excellent | Adequate | 400 | 2 |
| Croy Engineering, LLC | Adequate | Adequate | 250 | 7 |
| GCA. Inc. | Adequate | Adequate | 250 | 7 |
| Gresham Smith and Partners | Good | Good | 375 | 4 |
| Michael Baker International | Adequate | Adequate | 250 | 7 |
| Parsons Brinckerhoff, Inc. | Good | Good | 375 | 4 |
| Parsons Transportation Group, Inc. | Marginal | Adequate | 175 | 12 |
| Neel-Schaffer, Inc. | Adequate | Adequate | 250 | 7 |
| Pond & Company | Adequate | Adequate | 250 | 7 |
| Wolverton & Associates | Good | Good | 375 | 4 |
| Arcadis US, Inc. | Excellent | Good | 450 | 1 |
| ***Maximum Points allowed =*** | ***300*** | ***200*** | ***500*** | *%* |

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | AECOM Technical Services, Inc. | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Excellent |

The Project Manager (PM), Traffic and Lead Engineers have relevant experience with applicable projects; this includes road safety audits and roundabouts.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The PM and Key Team Leads all have acceptable availability. The depth of the team is more than capable of performing the work. However, the consultant winning contract 3 for Districts 4 and 7 will impact their availability for this contract.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Atkins North America, Inc. | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Excellent |

The PM, Safety and Traffic Key Team Leads have extensive qualifications specifically related to the scope of work of this solicitation. The Prime and team members have relevant knowledge on the existing safety contract.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The PM, Lead and Traffic Key Team Leads all have acceptable availability. The depth of the team is more than capable of performing the work. However, the consultant winning contract 1 for Districts 1, 2, and 5 will impact their availability for this contract.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Croy Engineering, LLC | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Adequate |

The Prime and PM's knowledge and experience with projects of this complexity and size is lacking.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The availability of the team was sufficient. The Organization Chart did not provide detailed information for the key team leaders. The evaluation team noted the Safety Lead is committed as a lead with another Consultant firm directly related to this solicitation.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | GCA. Inc. | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Adequate |

The Prime, PM and Lead Engineers' knowledge and experience with the complexity on the size of this project is lacking.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The availablity of the team was sufficient. The team needs more depth of resources in traffic and design.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Gresham Smith and Partners | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Good |

The team covered all relevant aspects for the scope for this solicitation. The PM, Safety and Lead Engineer displayed knowledge and experience with this type of project. The PM was also exceptional in all areas of the scope. The Traffic Engineer lacked experience in some of the scope items.

| Resources availability and Workload Capacity | Assigned Rating | Good |
|---|---|---|

The availability and resources of the team was more than acceptable for this contract.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Michael Baker International | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Adequate |

The Prime and PM's knowledge and experience with this type of project is lacking in key areas of the scope.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The availablity and resources of the team was sufficient for this contract.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Parsons Brinckerhoff, Inc. | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Good |

The team covered all relevant aspects for the scope for this solicitation. The Traffic Engineer's experience is extensive and directly related to this contract. The PM's experience is mainly Intelligent Transportation Systems (ITS) and Signals.

| Resources availability and Workload Capacity | Assigned Rating | Good |
|---|---|---|

The availablity of the team was more than acceptable for this contract. It was noted that the PM is the only Prime employee.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Parsons Transportation Group, Inc. | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Marginal |

Elements of the Safety Design Manual were not mentioned. Several key items of the scope were not covered. Projects listed were not applicable.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The availablity of the team and resources were sufficient for this contract.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Neel-Schaffer, Inc. | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Adequate |

The size and scope of the Prime, PM and Safety Engineer's experience is lacking in some areas based on this scope of work.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The depth of the team would create some challenges in completing a contract of this size. It appears to be some Quality Assurance/Quality Control issues. The availability of the team is sufficient.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Pond & Company | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Adequate |

The Safety Engineer has experience and knowledge with Road Safety Audits, but did not mention the Highway Safety Manual.

| Resources availability and Workload Capacity | Assigned Rating | Adequate |
|---|---|---|

The availability of the team was sufficient. It was noted by the evaluators that the Traffic Lead is on more than one Consultant Team.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Wolverton & Associates | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Good |

The Prime's approach was good. The team covered all aspects of the scope of work. The PM's experience is primarily Traffic signals. The Lead Engineer's experience is primarily Project Management.

| Resources availability and Workload Capacity | Assigned Rating | Good |
|---|---|---|

The depth of the team's resources and availability was more than acceptable.

| RFQ | RFQ 484-102915 Safety Design Services | PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS | |
|---|---|---|---|
| Firm | Arcadis US, Inc. | # of Evaluators | |
| Experience and Qualifications | | Assigned Rating | Excellent |

All the key team leaders have experience to the size and scope of this project. The Safety Team Lead has extensive experience.

| Resources availability and Workload Capacity | Assigned Rating | Good |
|---|---|---|

The PM has considerable availability. The other team members have more than acceptable availability. The team has more than enough resources to complete this project. It was noted that the Safety Engineer is on another Consultant team.

Georgia Department of Transportation

# SELECTION OF FINALISTS

## RFQ-484-102915
## Traffic Operations Safety Design Services

**The Georgia Department of Transportation is pleased to announce the selections of the following firms as finalists regarding the above RFQ for Contracts 1, 2 & 3, Regions A, B & C:**

### Selected Finalists:

**Contract #1-Region A, Districts 1, 2 & 5**

1. AECOM Technical Services
2. Atkins North America, Inc.
3. Gresham, Smith and Partners
4. Parsons Brinckerhoff, Inc.
5. Wolverton & Associates, Inc.

**Contract #2-Region B, Districts 3 & 6**

1. AECOM Technical Services
2. Arcadis U.S., Inc.
3. Atkins North America, Inc.
4. Gresham, Smith and Partners
5. Parsons Brinckerhoff, Inc.
6. Wolverton & Associates, Inc.

**Contract #3-Region C, Districts 4 & 7**

1. AECOM Technical Services
2. Atkins North America, Inc.
3. Gresham, Smith and Partners
4. Parsons Brinckerhoff, Inc.
5. Wolverton & Associates, Inc.

Russell R. McMurry, P.E., Commissioner

GEORGIA DEPARTMENT OF TRANSPORTATION

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

**November 30, 2015**

## NOTICE TO SELECTED FINALISTS

**To: AECOM Technical Services; Arcadis U.S., Inc.; Atkins North America, Inc.; Gresham, Smith and Partners; Parsons Brinckerhoff, Inc.; and Wolverton & Associates, Inc.**

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

**Re: RFQ-484-102915 –Traffic Operations Safety Design Services, Region B, Districts 3 & 6**

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-484-102915), page 9, VII. Instructions for Preparing Technical Approach and Past Performance Response – Phase II Response, A&B and page 11, 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. Provide any unique technical approaches to delivering the project (including design concepts and use of alternative methods).

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

**B. Past Performance - 10%**

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

Remaining Schedule

| | | |
|---|---|---|
| 1. GDOT completes evaluation and issues notification and other information to finalist firms. | 11/30/2015 | ---------- |
| 2. Deadline for submission of written questions from finalists (e-mail preferred) | 12/04/2015 | 2:00 PM |
| 3. GDOT Receives Submittals I, and 2 for Phase II | 12/11/2015 | 2:00 PM |

## C. Finalist Selection

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

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

Please address any questions you may have to Karen Mims, and congratulations, again, to each of you!

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

# SUBMISSION & PRESCREENING CHECKLIST

| | |
|---|---|
| SOLICITATION #: | RFQ 484-102915 Safety Design Services, Ct #2 |
| SOLICITATION TITLE: | Region B-Contract 2-Districts 3 & 6 |
| SOLICITATION DUE DATE: | December 11, 2015 |
| SOLICITATION TIME DUE: | 2:00 PM |

| No. | Consultants | Date | Time | Compliant with Page # Limitations |
|---|---|---|---|---|
| 1 | Atkins North America, Inc. | 12/11/2015 | 1:06 p.m. | X |
| 2 | AECOM Technical Services, Inc. | 12/11/2015 | 11:48 a.m. | X |
| 3 | Gresham Smith and Partners | 12/11/2015 | 11:55 a.m. | X |
| 4 | Parsons Brinckerhoff, Inc. | 12/11/2015 | 11:02 a.m. | X |
| 5 | Wolverton & Associates | 12/11/2015 | 9:42 a.m. | X |
| 6 | Arcadis US, Inc. | 12/11/2015 | 12:51 a.m. | X |

## GDOT SELECTION COMMITTEE SCORING AND OVERALL RANKING OF SUBMITTALS

| | | | |
|---|---|---|---|
| **Solicitation Title:** | ***Region B-Contract 2-Districts 3 & 6*** | 1 | Arcadis US, Inc. |
| **Solicitation #:** | ***RFQ 484-102915 Safety Design Services, Ct #2*** | 2 | AECOM Technical Services, Inc. |
| **PHASE I AND PHASE II -Individual Committee Member Scoring and Overal Ranking based on Published Criter** | | 2 | Atkins North America, Inc. |
| | | 4 | Parsons Brinckerhoff, Inc. |
| | | 5 | Gresham Smith and Partners |
| | | 6 | Wolverton & Associates |

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| SUBMITTING FIRMS | (RANKING) Sum of Total Score | Group Ranking |
|---|---|---|
| | | |
| | | |
| | | |
| **Arcadis US, Inc.** | **950** | **1** |
| **AECOM Technical Services, Inc.** | **900** | **2** |
| **Atkins North America, Inc.** | **900** | **2** |
| **Gresham Smith and Partners** | **625** | **5** |
| **Parsons Brinckerhoff, Inc.** | **725** | **4** |
| **Wolverton & Associates** | **600** | **6** |

**Evaluation Criteria**

| | Experience and Qualifications | Resources availability and Workload Capacity | Technical Approach - Suitability | Past Performance | Group Scores and Ranking | |
|---|---|---|---|---|---|---|
| | **PHASE I** | | **PHASE II** | | | |
| ***Maximum Points allowed =*** | ***300*** | ***200*** | ***400*** | ***100*** | | |
| **SUBMITTING FIRMS** | ▼ | ▼ | ▼ | ▼ | Total Score | Ranking |
| Arcadis US, Inc. | Excellent | Good | Excellent | Excellent | 950 | 1 |
| AECOM Technical Services, Inc. | Excellent | Adequate | Excellent | Excellent | 900 | 2 |
| Atkins North America, Inc. | Excellent | Adequate | Excellent | Excellent | 900 | 2 |
| Gresham Smith and Partners | Good | Good | Adequate | Adequate | 625 | 5 |
| Parsons Brinckerhoff, Inc. | Good | Good | Good | Adequate | 725 | 4 |
| Wolverton & Associates | Good | Good | Adequate | Marginal | 600 | 6 |
| ***Maximum Points allowed =*** | ***300*** | ***200*** | ***400*** | ***100*** | ***1000*** | *%* |

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 2 SUMMARY COMMENTS | |
|---|---|---|---|
| Firm | Atkins North America, Inc. | | |
| Technical Approach | | Assigned Rating | Excellent |

Evaluators agree the firm's technical approach is excellent. Atkins has a very good understanding of the technical aspect of the project, its design and analysis of the project. Firm mentioned building a shelf (inventory) for the program, to build a surplus of projects. Firm discussed intergrating the Highway Safety Manual (HSM) as a core component. Gateway treatments and local road safety plan was an unique segment of their technical approach.

| Past Performance | Assigned Rating | Excellent |
|---|---|---|

Evaluators reviewed references checked by the Department and agreed to use the firm's past performance scores, and rated the firm's past performance as excellent based on references checked. Evaluators have prior experience working with the firm on other projects.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 2 SUMMARY COMMENTS | |
|---|---|---|---|
| Firm | AECOM Technical Services, Inc. | | |
| Technical Approach | | Assigned Rating | Excellent |

Evaluators agree the firm's technical approach is excellent. AECOM's technical approach was strong. Firm described that they could deliver the project faster with state funds (HB170), which may not apply to these type projects until the later end of the Contract. Firm specifically mentioned their expertise with guardrails and Multi-state experience. Firm mentioned how they would perform project control, and discussed pedestrian safety, which is a key focus area within the Department's safety program.

| Past Performance | Assigned Rating | Excellent |
|---|---|---|

Evaluators reviewed references checked by the Department and agreed to use the firm's past performance scores, and rated the firm's past performance as excellent based on references checked. Evaluators have prior experience working with the firm on other projects.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 2 SUMMARY COMMENTS | |
|---|---|---|---|
| Firm | Gresham Smith and Partners | | |
| Technical Approach | | Assigned Rating | Adequate |

Evaluators agree the firm's technical approach is adequate. The technical approach was vague; evaluators are concerned about the firm's understanding of the project. The educational approach proposed for this project cannot be done on this type of Project. Firm discussed integrating the safety program with the maintenance resurfacing program, which was an elegant approach. The presentation of the firm's technical approach did not convey a depth of understanding of the Project needs.

| Past Performance | Assigned Rating | Adequate |
|---|---|---|

Evaluators reviewed references checked by the Department and agreed not to use the referenced scores checked by the Department for past performance, but discussed their working relationship and knowledge of the firm's performance on current and past projects. Evaluators stated the firm has had to rely heavily on the Department's resources and expertise on recent projects, which are applicable to this scope. The evaluators averaged their ratings with the referenced scores provided to come up with the final rating.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 2 SUMMARY COMMENTS | |
|---|---|---|---|
| Firm | Parsons Brinckerhoff, Inc. | | |
| Technical Approach | | Assigned Rating | Good |

Evaluators agree the firm's technical approach is good. Firm's technical proposal mentioned a lot of key words, but did not go into enough detail to demonstrate a deep enough understanding of the Project. Firm discussed incorporating the highway safety manual into their process. Firms discussed alternative delivery methods and showed a geniune understanding of challenges in a road safety audit and data quality.

| Past Performance | Assigned Rating | Adequate |
|---|---|---|

Evaluators reviewed references checked by the Department and agreed to use the firm's past performance scores, and rated the firm's past performance as adequate based on their rating scale. Evaluators have prior experience working with the firm on other projects.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 2 SUMMARY COMMENTS | |
|---|---|---|---|
| Firm | Wolverton & Associates | | |
| Technical Approach | | Assigned Rating | Adequate |

Evaluators agree the firm's technical approach is adequate. The firm discussed the Design Build for quick delivery and their experience with it. Firm discussed integrating safety and maintenance. Their technical approach emphasizes operations and should focus more on safety. The firm's technical approach was presented in smaller font size than allowed.

| Past Performance | Assigned Rating | Marginal |
|---|---|---|

Evaluators reviewed references checked by the Department and agreed to use the firm's past performance scores, and rated the firm's past performance as marginal based on their rating scale. Evaluators have prior experience working with the firm on other projects.

| RFQ | RFQ 484-102915 Safety Design Services, Ct #2 | PHASE 2 SUMMARY COMMENTS | |
|---|---|---|---|
| Firm | Arcadis US, Inc. | | |
| Technical Approach | | Assigned Rating | Excellent |

Evaluators agree the firm's technical approach is excellent. Under the developing data driven program, evaluators liked the firm's technical approach flowchart and project implementation table, which demonstrated a depth of knowledge of this Project. Firm discussed the highway safety manual and incorporating it. Firm was direct, simple and to point in their approach. Firm provided a thorough understanding of data cleanup and data analytics. Recognized gathering stakeholders' input in the beginning of the process. Evaluators liked the fact that the firm has national experience.

| Past Performance | Assigned Rating | Excellent |
|---|---|---|

Evaluators reviewed references checked by the Department and agreed to use the firm's past performance scores, and rated the firm's past performance as excellent based on their rating scale. Evaluators have prior experience working with the firm on other projects.

RFQ 484-102915

Traffic Operations Safety Design Services, Contract 2, Regions B

**Reference Check Scores for**
**AECOM Technical Services**

**Reference A**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | Safety Design Contract (2010-2015), Statewide, State Route 8 , Ponce De Leon | | |
| **Project Manager** | Carleton Fisher | Title | Project Manager |
| **Contact Information** | 404-631-1981 | | |
| | **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. | | 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. | | 9 |
| **Comments** | The firm was very satisfactory in their performance. | | |

**Reference B**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | GDOT Safety Work Order Contract Statewide, Piedmont College Pedestrian Bridge, SR 385 | | |
| **Project Manager** | Derrick Cameron | Title | Asst. State Project Review Engineer |
| **Contact Information** | 404-631-1223 | | |
| | **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. | | 10 |
| | 5. Rate the overall success of the project thus far. | | 10 |
| **Comments** | The Consultant designers were really responsive and did a good job with troubleshooting the issues with the design. | | |

RFQ 484-102915

Traffic Operations Safety Design Services, Contract 2, Regions B

**Reference Check Scores for**
**Arcadis U.S., Inc.**

**Reference A**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | Operational Improvements Program | | |
| **Project Manager** | Paul DeNard, P.E. | Title | Asst. to Chief Engineer |
| **Contact Information** | 404-631-1927 | | |
| | **Reference Questions** | | **Score** |
| | 1. Rate the firm's quality of leadership in Project Management for your project. | | 10 |
| | 2. Rate the overall services of the firm's staff for the duration of the project. | | 10 |
| | 3. Rate the firm's ability to meet the established project goals. | | 9 |
| | 4. Rate the firm's technical assistance in program management. | | 10 |
| | 5. Rate the overall success of the project thus far. | | 10 |
| **Comments** | The Consultant provided exceptional, technical expertise project management and design services throughout the contract. Also, they were flexible in providing innovative solutions to delivering the program. | | |

**Reference B**

| | | | |
|---|---|---|---|
| **Firm Name** | Cobb County Department of Transportation | | |
| **Project Name** | CRASH DATA TOOLS | | |
| **Project Manager** | Lynn Biggs | Title | Project Manager |
| **Contact Information** | 770-528-1638 | | |
| | **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. | | 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. | | 9 |
| **Comments** | They had many projects with the Consultant and they keep hiring them because they have incredible expertise in Transportation GIS. They are very pragmatic, simple and to the point. They have learned a lot from them. | | |

RFQ 484-102915
Traffic Operations Safety Design Services, Contract 2, Regions B

**Reference Check Scores for**
**Atkins North America, Inc.**

**Reference A**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | Statewide Design Services, P.I. No. 0007183 | | |
| **Project Manager** | Derrick Cameron | Title | Asst. State Project Review Engineer |
| **Contact Information** | 404-631-1223 | | |
| | **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. | | 9 |
| | 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 did a great job with assisting the department with developing plans. They were knowledgeable and responsive. | | |

**Reference B**

| | | | |
|---|---|---|---|
| **Firm Name** | Michigan Department of Transportaion | | |
| **Project Name** | Local Road Safety Plans | | |
| **Project Manager** | Kimberly Lariviere | Title | Stategic Highway Safety Engineer |
| **Contact Information** | 517-373-3889 | | |
| | **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. | | 9 |
| | 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 did a great job and had innovative solutions to handle situations. They were also able to convey technical information in non-technical terms. | | |

RFQ 484-102915

Traffic Operations Safety Design Services, Contract 2, Regions B

**Reference Check Scores for**
**Gresham, Smith and Partners**

**Reference A**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | Safety Project Roundabout at SR 33/US 319 Business at SR 33 South, P.I. No. 0009846, Colquitt | | |
| **Project Manager** | Charles Robinson, P.E. | Title | Project Manager |
| **Contact Information** | 404-631-1439 | | |
| | **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** | The design team were very proactive assessing and addressing project risk. They also were extremely responsve when dealing with project related issues occur. | | |

**Reference B**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | Safety Project SR 8/US 78 at Mann Road/Mason Creek Road and Post Road Intersection Improvements | | |
| **Project Manager** | Perry Black | Title | Project Manager |
| **Contact Information** | 404-631-1224 | | |
| | **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. | | 10 |
| **Comments** | They performed very well and the team was responsive to all requests. Also, always submitted deliverables on schedule. | | |

RFQ 484-102915
Traffic Operations Safety Design Services, Contract 2, Regions B

**Reference Check Scores for**
**Parsons Brinckerhoff, Inc.**

**Reference A**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | Statewide Turn Lane Safety Improvement Project (2002-2008) | | |
| **Project Manager** | David Norwood | Title | Project Manager |
| **Contact Information** | 404-631-1523 | | |
| | **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. | | 8 |
| | 5. Rate the overall success of the project thus far. | | 9 |
| **Comments** | The PM (Robert Moses) was very good for this program in order to keep the projects on schedule. | | |

**Reference B**

| | | | |
|---|---|---|---|
| **Firm Name** | Indiana Department of Transportation | | |
| **Project Name** | Statewide Safety Studies | | |
| **Project Manager** | Michael Holowaty, P.E. | Title | Manager, Office of Traffic Safety |
| **Contact Information** | 317-232-5337 | | |
| | **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. | | 7 |
| | 5. Rate the overall success of the project thus far. | | 8 |
| **Comments** | They were very timely and made an effort to understand the project needs. Also, they communicated any arising problems. Very good experience with the firm. | | |

RFQ 484-102915
Traffic Operations Safety Design Services, Contract 2, Regions B

**Reference Check Scores for**
**Wolverton & Associates, Inc.**

**Reference A**

| | | | |
|---|---|---|---|
| **Firm Name** | City of John Creeks, Georgia | | |
| **Project Name** | On-Call City of John Creeks Quick | | |
| **Project Manager** | Cindy Jenkins | Title | Project Manager |
| **Contact Information** | 678-512-3269 | | |
| | **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 are very innovative and think outside the box. The plans are always accurate and they meet the schedules. They do not require a lot of supervision. | | |

**Reference B**

| | | | |
|---|---|---|---|
| **Firm Name** | Georgia Department of Transportation | | |
| **Project Name** | I-95 at SR 21 Diverging Diamond Interchange Design-Build | | |
| **Project Manager** | Andrew Hoenig | Title | Project Manager |
| **Contact Information** | 404-631-1757 | | |
| | **Reference Questions** | | **Score** |
| | 1. Rate the firm's quality of leadership in Project Management for your project. | | 7 |
| | 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. | | 6 |
| | 4. Rate the firm's technical assistance in program management. | | 6 |
| | 5. Rate the overall success of the project thus far. | | 6 |
| **Comments** | There was a slight misintrepretation of the intended goal for the project. | | |

Reference Check Summary for
RFQ 484-102915
Traffic Operations Safety Design Services, Contract 2, Regions B

| *Questions (to be answered on 1-10 scale, 10 indicates best)* | AECOM Technical Services | Arcadis U.S., Inc. | Atkins North America, Inc. | Gresham, Smith and Partners | Parsons Brinckerhoff, Inc. | Wolverton & Associates, Inc. |
|---|---|---|---|---|---|---|
| 1. Rate the firm's quality of leadership in Project Management for your project. | | | | | | |
| **Reference A** | 9 | 10 | 10 | 10 | 9 | 10 |
| **Reference B** | 9 | 8 | 10 | 10 | 9 | 7 |
| **Section Average** | 9.00 | 9.00 | 10.00 | 10.00 | 9.00 | 8.50 |
| 2. Rate the overall services of the firm's staff for the duration of the project. | | | | | | |
| **Reference A** | 10 | 10 | 9 | 10 | 9 | 10 |
| **Reference B** | 9 | 10 | 9 | 10 | 9 | 8 |
| **Section Average** | 9.50 | 10.00 | 9.00 | 10.00 | 9.00 | 9.00 |
| 3. Rate the firm's ability to meet the established project goals. | | | | | | |
| **Reference A** | 10 | 9 | 10 | 10 | 9 | 10 |
| **Reference B** | 10 | 10 | 10 | 10 | 8 | 6 |
| **Section Average** | 10.00 | 9.50 | 10.00 | 10.00 | 8.50 | 8.00 |
| 4. Rate the firm's technical assistance in program management. | | | | | | |
| **Reference A** | 10 | 10 | 10 | 10 | 8 | 10 |
| **Reference B** | 10 | 10 | 10 | 9 | 8 | 6 |
| **Section Average** | 10.00 | 10.00 | 10.00 | 9.50 | 8.00 | 8.00 |
| 5. Rate the overall success of the project thus far. | | | | | | |
| **Reference A** | 9 | 10 | 10 | 10 | 9 | 10 |
| **Reference B** | 10 | 9 | 10 | 10 | 8 | 6 |
| **Section Average** | 9.50 | 9.50 | 10.00 | 10.00 | 8.50 | 8.00 |
| **Overall Average** | **9.60** | **9.60** | **9.80** | **9.90** | **8.60** | **8.30** |

**SAM Search Results**
**List of records matching your search for :**

**Search Term : ARCADIS* U.S.* Inc.***
**Record Status: Active**

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 081509838 +4: CAGE Code: 005Q6 DoDAAC:

Expiration Date: May 18, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 630 PLAZA DR STE 200
City: HIGHLANDS RANCH State/Province: COLORADO
ZIP Code: 80129-2379 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 108863192 +4: CAGE Code: 0C0J9 DoDAAC:

Expiration Date: Jan 26, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 2000 POWELL ST FL 7TH
City: EMERYVILLE State/Province: CALIFORNIA
ZIP Code: 94608-1811 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 800150930 +4: CAGE Code: 372P0 DoDAAC:

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

Address: 2410 PACES FERRY RD SE STE 400
City: ATLANTA State/Province: GEORGIA
ZIP Code: 30339-3769 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 147552561 +4: CAGE Code: 5TN02 DoDAAC:

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

Address: 1210 PREMIER DRIVE STE 200
City: CHATTANOOGA State/Province: TENNESSEE
ZIP Code: 37421-0000 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 783194769 +4: CAGE Code: 6SR86 DoDAAC:

Expiration Date: May 18, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 194 SEVEN FARMS DR STE F
City: CHARLESTON State/Province: SOUTH CAROLINA
ZIP Code: 29492-8509 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 004037466 +4: CAGE Code: 6UXH5 DoDAAC:

Expiration Date: May 18, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: Rosehill Offc Pk 1, 8725 Rosehill, STE 350
City: LENEXA State/Province: KANSAS
ZIP Code: 66215-4611 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 143490659 +4: CAGE Code: 6SRJ2 DoDAAC:

Expiration Date: May 18, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1 SEAGATE STE 700
City: TOLEDO State/Province: OHIO
ZIP Code: 43604-1558 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 022361518 +4: CAGE Code: 6UXD3 DoDAAC:

Expiration Date: Feb 18, 2016 Has Active Exclusion?: No Delinquent Federal Debt?: No

Address: 1100 SUPERIOR AVE E STE 1250
City: CLEVELAND State/Province: OHIO
ZIP Code: 44114-2542 Country: UNITED STATES

ENTITY ARCADIS U.S., INC. Status:Active

DUNS: 809068732 +4: CAGE Code: 7C5K0 DoDAAC:

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

Address: 111 Saunders Lane
City: BLUEFIELD State/Province: VIRGINIA
ZIP Code: 24605-9278 Country: UNITED STATES

| ENTITY | ARCADIS U.S., INC. | | Status:Active |
|---|---|---|---|
| DUNS: 784436532 | +4: | CAGE Code: 7C5P0 | DoDAAC: |
| Expiration Date: Mar 11, 2016 | Has Active Exclusion?: No | Delinquent Federal Debt?: No | |
| Address: 9954 MAYLAND DR<br>City: RICHMOND<br>ZIP Code: 23233-1464 | | State/Province: VIRGINIA<br>Country: UNITED STATES | |

| ENTITY | ARCADIS U.S., INC. | | Status:Active |
|---|---|---|---|
| DUNS: 783225816 | +4: | CAGE Code: 6UXD4 | DoDAAC: |
| Expiration Date: Jan 26, 2016 | Has Active Exclusion?: No | Delinquent Federal Debt?: No | |
| Address: 1004 N BIG SPRING ST STE 300<br>City: MIDLAND<br>ZIP Code: 79701-3383 | | State/Province: TEXAS<br>Country: UNITED STATES | |

| ENTITY | ARCADIS U.S., INC. | | Status:Active |
|---|---|---|---|
| DUNS: 057690414 | +4: | CAGE Code: 6UXH6 | DoDAAC: |
| Expiration Date: Jan 26, 2016 | Has Active Exclusion?: No | Delinquent Federal Debt?: No | |
| Address: 10352 Plaza Americana Dr<br>City: BATON ROUGE<br>ZIP Code: 70816-8174 | | State/Province: LOUISIANA<br>Country: UNITED STATES | |

| ENTITY | ARCADIS U.S., INC. | | Status:Active |
|---|---|---|---|
| DUNS: 947473062 | +4: | CAGE Code: 6UXD6 | DoDAAC: |
| Expiration Date: Jan 26, 2016 | Has Active Exclusion?: No | Delinquent Federal Debt?: No | |
| Address: 1114 BENFIELD BLVD Ste A<br>City: MILLERSVILLE<br>ZIP Code: 21108-2585 | | State/Province: MARYLAND<br>Country: UNITED STATES | |

# Search Results

## Current Search Terms: "Wolverton & Associates Inc.*"

**Notice:** This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

**No records found for current search.**

**Glossary**

**Search Results**

Entity

Exclusion

**Search Filters**

By Record Status

By Functional Area - Entity Management

By Functional Area - Performance Information

**SAM | Systemfor Award Management 1.0**

IBM v1.P.40.20151201-1827

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

# Search Results

## Current Search Terms: "Wolverton & Associates Inc.*"

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**No records found for current search.**

**Glossary**

**Search Results**

Entity

Exclusion

**Search Filters**

By Record Status

By Functional Area - Entity Management

By Functional Area - Performance Information

**SAM | System for Award Management 1.0**

IBM v1.P.40.20151201-1827

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

# Search Results

## Current Search Terms: Clark* patterson* engineers* surveyor* and* architects* P.C.*

**Notice:** This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

No records found for current search.

**Glossary**

**Search Results**

Entity

Exclusion

**Search Filters**

By Record Status

By Functional Area - Entity Management

By Functional Area - Performance Information

**SAM | System for Award Management 1.0**

IBM v1.P.40.20151201-1827

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

# Search Results

## Current Search Terms: edwards* pitman* environmental* Inc.*

Your search for "Edwards* Pitman* Environmental* Inc.*" returned the following results...

**Notice:** This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

Entity **EDWARDS-PITMAN ENVIRONMENTAL, INC** Status: **Active**

**DUNS: 926622598** **CAGE Code: 1J4K1** View Details

**Has Active Exclusion?: No** **DoDAAC:**

**Expiration Date: 09/03/2016** **Delinquent Federal Debt? No**

**Purpose of Registration: All Awards**

**Glossary**

**Search Results**

Entity

Exclusion

**Search Filters**

By Record Status

By Functional Area - Entity Management

By Functional Area - Performance Information

**SAM | Systemfor Award Management 1.0**

IBM v1.P.40.20151201-1827

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

# Search Results

## Current Search Terms: georgia* aerial* surveys* Inc.*

Your search for "Georgia* Aerial* Surveys* Inc.*" returned the following results...

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Entity **Georgia Aerial Surveys, Inc** Status: **Active**

**DUNS: 095803748** **CAGE Code: 1N6L4** View Details

**Has Active Exclusion?: No** **DoDAAC:**

**Expiration Date: 06/14/2016** **Delinquent Federal Debt? No**

**Purpose of Registration: All Awards**

**Glossary**

**Search Results**

Entity

Exclusion

**Search Filters**

By Record Status

By Functional Area - Entity Management

By Functional Area - Performance Information

**SAM | Systemfor Award Management 1.0**

IBM v1.P.40.20151201-1827

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

# Search Results

## Current Search Terms: GHD* Inc.*

Your search for "GHD* Inc.*" returned the following results...

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Entity **GHD Inc.** Status: **Active**

**DUNS: 189435238** **CAGE Code: 5MTJ2** View Details

**Has Active Exclusion?: No** **DoDAAC:**

**Expiration Date: 11/15/2016** **Delinquent Federal Debt? No**

**Purpose of Registration: All Awards**

Entity **GHD INC.** Status: **Active**

**DUNS: 079939452** **CAGE Code: 7FH85** View Details

**Has Active Exclusion?: No** **DoDAAC:**

**Expiration Date: 08/10/2016** **Delinquent Federal Debt? No**

**Purpose of Registration: All Awards**

**Glossary**

**Search Results**

Entity

Exclusion

**Search Filters**

By Record Status

By Functional Area - Entity Management

By Functional Area - Performance Information

**SAM | Systemfor Award Management 1.0**

IBM v1.P.40.20151201-1827

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

**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 |
|---|---|---|
| ARCADIS U.S., Inc.<br>2410 Paces Ferry Road, Suite 400<br><br>Atlanta, GA 30339 | 6/12/14 | 6/30/17 |

**SIGNATURE**

Russell R McMurry

**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 |
| | 1.06b | History |
| X | 1.06c | Air Studies |
| X | 1.06d | Noise Studies |
| X | 1.06e | Ecology |
| | 1.06f | Archaeology |
| | 1.06g | Freshwater Aquatic Surveys |
| X | 1.07 | Attitude, Opinion and Community Value Studies |
| | 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**

| | | |
|---|---|---|
| | 2.01 | Mass Transit Program (Systems) Management |
| X | 2.02 | Mass Transit Feasibility and Technical Studies |
| | 2.03 | Mass Transit Vehicle and Propulsion System |
| | 2.04 | Mass Transit Controls, Communications and Information Systems |
| | 2.05 | Mass Transit Architectural Engineering |
| | 2.06 | Mass Transit Unique Structures |
| | 2.07 | Mass Transit Electrical and Mechanical Systems |
| | 2.08 | Mass Transit Operations Management and Support Services |
| | 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 |
| X | 3.08 | Landscape Architecture |

**3. Highway Design Roadway (Continued)**

| | | |
|---|---|---|
| X | 3.09 | Traffic Control Systems Analysis, Design and Implementation |
| X | 3.10 | Utility Coordination |
| | 3.11 | Architecture |
| X | 3.12 | Hydraulic and Hydrological Studies (Roadway) |
| X | 3.13 | Facilities for Bicycles and Pedestrians |
| | 3.14 | Historic Rehabilitation |
| | 3.15 | Highway Lighting |
| X | 3.16 | Value Engineering |
| X | 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 |
| X | 4.04 | Hydraulic and Hydrological Studies (Bridges) |
| X | 4.05 | Bridge Inspection |

**5. Topography**

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

**6. Soils, Foundation & Materials Testing**

| | | |
|---|---|---|
| X | 6.01a | Soil Surveys |
| X | 6.01b | Geological and Geophysical Studies |
| X | 6.02 | Bridge Foundation Studies |
| X | 6.03 | Hydraulic and Hydrological Studies (Soils and Foundation) |
| | 6.04a | Laboratory Materials Testing |
| | 6.04b | Field Testing of Roadway Construction Materials |
| X | 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 |
| X | 9.02 | Rainfall and Runoff Reporting |
| X | 9.03 | Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations |