

DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

INTERDEPARTMENT CORRESPONDENCE

February 3, 2014

RFQ #: 484-101713 B1303 #7
RFQ Title: Engineering Design Services, P.I. #661950-
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)
- Preliminary Ratings and Comments from Evaluators
- Selection Committee Ratings for Top Respondents – Phase I
- Selection Committee Comments for Top Respondents – Phase I
- Selection of Finalists Notification and Notice to Selected Finalists
- Consultants' Submission Prescreening Checklist – Phase II
- Selection Committee Overall Ratings for Phase I and Phase II
- Selection Committee Comments for Finalists – Phase II
- Past Performance Reference Checks and any available additional documentation
- Verification of Non-Debarment from SAM Website for Intended Awardee
- Prequalification Certificate for Intended Awardee

The five (5) highest firms in order of ranking are as follows:

1. **Adrian Collaborative, LLC**
2. **Jacobs Engineering Group, Inc.**
3. **Volkert, Inc.**
4. **Mulkey Engineers & Consultants**
5. **CDM Smith, Inc.**

The Selection Committee recommends the selection of the top ranked firm, Adrian Collaborative, LLC.

Concurrence with Award from Responsible Division Director:



Joe Carpenter, Division Director of P3/Program Delivery

Certification Procurement Requirements Met:



Treasury Young, Procurement Administrator

DJP:kcm
Attachments



Georgia Department of Transportation

Request for Qualifications

To Provide

Engineering Design Services

RFQ-484-101713

Qualifications Due: October 17, 2013

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

REQUEST FOR QUALIFICATIONS**484-101713****Engineering Design Services****I. General Project Information****A. Overview**

The Georgia Department of Transportation (GDOT) is soliciting Statements of Qualifications (SOQ) from qualified firm(s) to provide Engineering Design Consultant Services for the projects listed below (note that certain projects may be grouped with other projects and awarded as one (1) contract):

Contract	County	PI/Project #	Project Description
1	Henry	0011690	Bridge Replacement on CR 131/Elliot Road @ Walnut Creek 0.5 mi. NE of McDonough
2	Henry	0011691	Bridge Replacement on CR 66/Blackhall Road @ Rum Creek 3 mi. SW of Stockbridge
3	Clayton, Henry	322050	SR 42 from SR 138/Henry to I-675/Clayton
4	Laurens	262026	SR 31/US 441 from North of CR 272 to just South of I-16 @ CR 354
5	Fulton	0007842	I-85 at SR 138/Jonesboro Road Interchange Reconstruction and Widening
6	Harris	0008600	Bridge Replacement on CR 386/Fortson Rd. @ Standing Boy Creek
7	Bartow	661950	US 411 Reloc FM SR 3/US 41 to I-75; Incl. I-75 Interchange

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 written plan 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 full engineering design services, as well as all associated engineering related services for the GDOT Projects identified. The anticipated scope of work for each project/contract is included in **Exhibit I**.

In addition, GDOT desires that the Consultant have the ability to provide, either with its own forces or through a sub-consultant team member, comprehensive services necessary to fulfill all preliminary engineering services which may arise during the project cycle.

E. Contract Term and Type

GDOT anticipates one (1) Multi-Phase, Project Specific contract to be awarded to one (1) firm, for each project/contract identified. GDOT anticipates that the Contract Type will be paid via Firm Fixed Price and/or Cost Plus Fixed Fee methodology. As Project Specific contracts, it is the Department's intention that the Agreements will remain in effect until successful completion of the preliminary engineering phase of the projects, and may choose to utilize the selected consultant for use on construction revisions as necessary.

F. Contract Amount

The Multi-Phase, Project Specific contract amounts will be determined via negotiations with the Department. If the Department is unable to reach agreement on reasonable rates to be paid for the services to be provided, the Department reserves the right to terminate negotiations with the highest scoring finalist and begin negotiations with the next highest scoring finalist.

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-484-101713. 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** and identify and rank three (3) to five (5) firms identified as the most qualified for each project/contract. Each evaluator will review all submittals deemed responsive and assign points using the criteria identified in **Section IV**.

For each evaluator, the points assigned to each criteria will be totaled and a rank will be determined. The rankings of all evaluators will be totaled for each submittal in order to determine the sum of the individual rankings. Using the sum of individual rankings, the Selection Committee will discuss those submittals which are deemed the top submittals (which shall generally be considered the top ten submittals). Following the discussion of the top submittals, evaluators will assign a final score to each submittal 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 using the sum of individual rankings and identifying where the natural separation in the rankings occur to determine the most qualified firms. In the event of a tie in the rankings, the Selection Committee will defer to the actual total points assigned to break the tie.

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 Suitability 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 **Suitability** and **Past Performance** criteria for **Phase II**. For each evaluator, the points assigned to each criterion will be totaled and a rank will be determined. The rankings of all evaluators will be totaled for each finalist in order to determine the sum of the individual rankings. The finalists will be ranked in descending order of recommendation using the sum of individual rankings from the Selection Committee members. Should a tie exist for the highest ranking firm on any specific 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 firms to finalize the terms and conditions of the contracts, including the fees to be paid. In the event a satisfactory agreement cannot be reached with the highest-ranking firms, 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 -484-101713	9/16/2013	-----
b. Deadline for submission of written questions and requests for clarification	9/30/2013	2:00 PM
c. Deadline for submission of Statements of Qualifications	10/17/2013	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. Experience and Qualifications – 50%

The Selection Committee will evaluate all firms on their Experience and Qualifications, which shall account for a total of fifty (50%) percent of the total evaluation. **The following criteria for scoring Phase I of the evaluation will be utilized to determine which firms are shortlisted:**

- | | |
|------------|--|
| 25% Factor | Project Manager education, registration, relevant engineering experience, relevant project management experience, experience in utilizing GDOT specific processes, manuals, or guidance, and workload. |
| 20% Factor | Key Team Leaders' education, registration, relevant technical experience, and relevant experience in utilizing GDOT specific processes, manuals, or guidance. |
| 5% Factor | Prime Consultant's experience for the previous five (5) years in delivering projects of similar complexity, size, scope, and function. |

C. Resources and Workload Capacity – 15%

The Selection Committee will evaluate all firms on their Resources availability and Workload Capacity which shall account for a total of fifteen (15%) percent of the total evaluation. **The following criteria for scoring the Resources and Workload Capacity will be utilized to determine which firms are shortlisted:**

Resources dedicated to delivering project
Workload capacity of Key Team Leaders

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

A. Suitability – 25%

The Selection Committee will evaluate the shortlisted firms (Finalists) on their Suitability, which shall account for a total of twenty-five (25%) 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**):

- | | |
|------------|--|
| 15% Factor | Technical approach to delivering the project (including design concepts and use of alternative methods). |
| 10% Factor | 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 for each project/contract 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 project/contract submittal must have a separate cover page for each copy of each submittal for each project/contract 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, Count(ies), and Description.

A. Administrative Requirements

It is required to submit the information below for each copy of each submittal for each project. 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.).
- f. Project Commitment Table - Provide a list of ALL projects 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

This information is limited to two pages maximum (excluding the table).

- 2. Key Team Leaders - Provide experience of Key Team Leaders (defined as those individuals who oversee project areas determined as particularly important to each specific project) (refer to the Project Description in Exhibit I, specifically Section 7 for the list of Key Team Leaders for each Project). For each Key Team Leader identified provide:
 - a. Education.
 - b. Registration (if necessary and applicable.)
 - c. Relevant experience in the applicable resource area (on no more than three (3) of the most relevant projects).
 - d. Relevant experience utilizing GDOT specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual, etc.) which are specific to the key resource area.

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

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, or to discuss any information which is pertinent to these areas. Respondents submitting more than the one additional page allowed, will be subject to disqualification.

- 3. Prime Experience - Provide information on the prime's experience and ability in delivering effective services for projects of similar complexity, size, scope, and function for the previous five (5) years. Describe no more than five (5) projects, in order of most relevant to least relevant, which demonstrate the firm's capabilities to provide services for GDOT. For each project, the following information should be provided:
 - a. Client name, project location and dates during which services were performed.
 - b. Description of overall project and services performed by your firm.
 - c. Duration of project services provided by your firm, and overall project budget.
 - d. Experience utilizing GDOT 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 subconsultants, who are considered team members. Prime Consultants and their subconsultant 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 subconsultants 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 (Not included in the Page Count).**

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.

2. 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 Leader	Team	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

This information is limited to the organization chart, one page of text, and the table.

VII. Instructions for Preparing Suitability 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). Please note that each project/contract will follow an individual schedule which meets the availability of each Selection Committee. For this reason, the Notice to Finalists and resulting Phase II responses may be on different schedules for each project/contract. If a firm is a Finalist on multiple projects/contracts, the Phase II responses should be considered as separate responses which shall be prepared and submitted separately.

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 project/contract submittal must have a separate cover page for each copy of each Phase II submittal for each project/contract 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, Count(ies), and Description.

A. Suitability:

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

- 1 Technical Approach to Delivering the Project:
 - a. Technical Approaches - 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.
 - b. Unique challenges – Identify any unique challenges of the project and how your firm intends to mitigate these challenges, including quality control, quality assurance procedures.
2. Specific qualifications, skills, and knowledge - 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. For each project/contract which is being sought by the firm, 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 all projects being sought. Submittal #2 is an electronic version of Submittal #1 which allows for GDOT to maintain the files electronically. The original and each copy of each Submittal #1 should be stapled separately. For each project/contract response, 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. If a firm is responding to multiple projects/contracts, each separately bound project/contract may be submitted in a single package (boxed, enveloped, or other). 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 484-101713 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 - Suitability 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.

Please note that each project/contract will follow an individual schedule which meets the availability of each Selection Committee. For this reason, the Notice to Finalists and resulting Phase II responses may be on different schedules for each project/contract.

- 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 Suitability and Past Performance Response – Phase II Response**. Respondents must submit one original and five identical copies for the project for which they have been identified as a Finalist. Submittal #2 is an electronic version of Submittal #1 which allows for GDOT to maintain the files electronically. The original and each copy of each Submittal #1 should be stapled separately. For each project/contract response, 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. In the event that the firm has been identified as a Finalist on more than one project/contract, and the due date and time for the Phase II response is the same and a firm is responding to multiple projects/contracts, each separately bound project/contract may be submitted in a single package (boxed, enveloped, or other).

- 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 484-101713 and the words "PHASE II RESPONSE"** must be clearly indicated on the outside of all of the envelopes or boxes. Statements of Qualifications **must be physically received by GDOT** prior to the deadline indicated in the Notice to Finalists at the exact address below:

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

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

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

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

D. Questions and Requests for Clarification

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

X. GDOT Terms and Conditions

A. Statement of Agreement

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

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

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

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

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

C. Non-Discrimination and DBE Requirements

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

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

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

For more information on the GDOT DBE Program please contact:

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

D. Audit and Accounting System Requirements

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

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

E. Submittal Costs and Confidentiality

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

F. Award Conditions

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

G. Debriefings

Debriefings may be allowed at the discretion of GDOT. Post-Award debriefings may be requested by a principal of the respondent, but will not be conducted until after the contract has been awarded. The Department may also elect to not conduct Post-Award debriefings. If so determined, any firm requesting a post-award debriefing would be provided with the entire Selection Package which will contain all information pertinent to the evaluation of all firms. If a respondent is notified of non-selection at any time during the procurement process, a Pre-Award Debriefing may be requested. 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 subconsultant **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: 0011690
- 2. PI Numbers: 0011690
- 3. County(ies): Henry
- 4. Description: Bridge Replacement on CR 131/Elliot Road @ Walnut Creek 0.5 mi NE of McDonough

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 subconsultants, 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 subconsultant 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 subconsultants 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
3.01	Two-Lane or Multi-lane Rural Roadway Design
4.01	Minor Bridge Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant 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)
3.12	Hydraulic and Hydrological Studies (Roadway)
4.04	Hydraulic and Hydrological Studies (Bridges)
5.01	Land Surveying
5.02	Engineering Surveying
5.03	Geodetic Surveying
6.01(a)	Soil Survey Studies
6.01(b)	Geological and Geophysical Studies
6.02	Bridge Foundation Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide concept development, field surveys and database enhancements, development of the environmental document including all required special studies, preliminary construction plans, hydraulic and hydrological studies, preliminary bridge plans, signing and marking plans, final right-of-way plans (including revisions), erosion control plans, staging plans and final construction plans (including revisions through project final acceptance). All required engineering studies are considered part of the scope of services. All deliverables shall be in accordance

with the Plan Development Process, Electronic Data Guidelines, Plan Presentation Guide, NEPA and the GDOT Environmental Procedures Manual.

A. Concept Report:

1. Traffic Studies.
2. Cost estimates.
3. Concept Meeting Preparation and Attendance.
4. Approved Concept Report.
5. Concept Design Data Book.

B. Environmental Document:

1. Necessary Environmental Special Studies surveys reports and assessment of effects (i.e., Air, Noise, History, Ecology, Archaeology).
2. National Environmental Policy Act (NEPA) documents:
 - a. Categorical Exclusion.
 - b. One NEPA document reevaluation for Construction.
3. Preparation of a NW23 Section 404 permit application.
4. Aquatic Survey.
5. Stream Buffer Variance.
6. Wetland Mitigation.
7. Preparation of a Vegetative Buffer application.
8. Public Involvement [1 possible detour/Public Information Open House (PIOH)].
9. Prepare for and attend the Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR).
10. Certification for Right-of-Way.
11. Certification for Let.

C. Preliminary Design:

1. Complete Preliminary Roadway Plans, including but not limited to:
 - a. Preliminary Bridge Plans.
 - b. Preliminary Signing and Marking Plans.
 - c. Preliminary Signal Plans.
 - d. Preliminary Communication Plans.
 - e. Preliminary Staging Plans.
2. Bridge Hydraulic Study.
3. Bridge Foundation Investigation (BFI) Report.
4. Pavement Evaluation/UST/Soil Survey.
5. Constructability Meeting participation.
6. Cost Estimation with annual updates.
7. Quality Assurance/Quality Control (QA/QC) Reviews.
8. Location and Design Report.
9. PFPR participation, report, and responses(all plans sets and other information requested by Engineering Services).

D. Right-of-Way Plans:

1. Coordinate field review of right of way plans and staking.
2. Revise plans and deliver final right-of-way plans.
3. Right of Way revisions during acquisition.

E. Final Design:

1. FFPR participation , report, and responses(all plans sets and other information requested by Engineering Services).
2. Erosion Control Plans.
3. Quality Assurance/Quality Control Reviews.
4. Corrected FFPR Plans.
5. CES Final cost estimate.
6. Final PS&E Package.
7. Amendments & Revisions.
8. Errors and Omissions.
9. Final Design Data Book.

F. Construction:

1. Use on Construction Revisions.
2. Review Shop Drawings.
3. Site Condition Revisions.

G. Quality Assurance/Quality Control Reviews for all deliverables.

- H. Attendance in and meeting minutes of monthly meetings to discuss progress and/or issues (additional meetings may be required to resolve major project issues).
- I. Prepare, reproduce, and distribute Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR) Package, address/respond to comments, and make plan changes.
- J. Prepare, reproduce, and distribute preliminary and final bridge and roadway plans and all supporting disciplines (signing and marking, erosion control, R/W, Utilities, etc.) as well as all special provisions, all design files, and supporting documentation.

7. Related Key Team Leaders:

- A. Roadway Design.
- B. Bridge Design.
- C. NEPA Lead.

EXHIBIT 1-2

Project/Contract 2

1. Project Number: 0011691
2. PI Numbers: 0011691
3. County(ies): Henry
4. Description: Bridge Replacement on CR 66/Blackhall Road @ Rum Creek 3 Mi SW of Stockbridge
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 subconsultants, 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 subconsultant 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 subconsultants 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
3.01	Two-Lane or Multi-lane Rural Roadway Design
4.01	Minor Bridge Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant 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)
3.12	Hydraulic and Hydrological Studies (Roadway)
4.04	Hydraulic and Hydrological Studies (Bridges)
5.01	Land Surveying
5.02	Engineering Surveying
5.03	Geodetic Surveying
6.01(a)	Soil Survey Studies
6.01(b)	Geological and Geophysical Studies
6.02	Bridge Foundation Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide concept development, field surveys and database enhancements, development of the environmental document including all required special studies, preliminary construction plans, hydraulic and hydrological studies, preliminary bridge plans, signing and marking plans, final right-of-way plans (including revisions), erosion control plans, staging plans and final construction plans (including revisions through project final acceptance). All required engineering studies are considered part of the scope of services. All deliverables shall be in accordance

with the Plan Development Process, Electronic Data Guidelines, Plan Presentation Guide, National Environmental Policy Act (NEPA) and the GDOT Environmental Procedures Manual.

A. Concept Report:

1. Traffic Studies.
2. Cost estimates.
3. Concept Meeting Preparation and Attendance.
4. Approved Concept Report.
5. Concept Design Data Book.

B. Environmental Document:

1. Necessary Environmental Special Studies surveys reports and assessment of effects (i.e., Air, Noise, History, Ecology, Archaeology).
2. National Environmental Policy Act (NEPA) documents:
 - a. Categorical Exclusion.
 - b. One NEPA document reevaluation for Construction.
3. Preparation of a NW23 Section 404 permit application.
4. Aquatic Survey.
5. Stream Buffer Variance.
6. Wetland Mitigation.
7. Preparation of a Vegetative Buffer application.
8. Public Involvement [1 possible detour/Public Information Open House (PIOH)].
9. Prepare for and attend the Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR).
10. Certification for Right-of-Way.
11. Certification for Let.

C. Preliminary Design:

1. Complete Preliminary Roadway Plans, including but not limited to:
 - a. Preliminary Bridge Plans.
 - b. Preliminary Signing and Marking Plans.
 - c. Preliminary Signal Plans.
 - d. Preliminary Communication Plans.
 - e. Preliminary Staging Plans.
2. Bridge Hydraulic Study.
3. Bridge Foundation Investigation (BFI) Report.
4. Pavement Evaluation/UST/Soil Survey.
5. Constructability Meeting participation.
6. Cost Estimation with annual updates.
7. Quality Assurance/Quality Control (QA/QC) Reviews.
8. Location and Design Report.
9. PFPR participation, report, and responses(all plans sets and other information requested by Engineering Services).

D. Right-of-Way Plans:

1. Coordinate field review of right of way plans and staking.
2. Revise plans and deliver final right-of-way plans.
3. Right of Way revisions during acquisition.

E. Final Design:

1. FFPR participation , report, and responses (all plans sets and other information requested by Engineering Services).
2. Erosion Control Plans.
3. Quality Assurance/Quality Control Reviews.
4. Corrected FFPR Plans.
5. CES Final cost estimate.
6. Final PS&E Package.
7. Amendments & Revisions.
8. Errors and Omissions.
9. Final Design Data Book.

F. Construction:

1. Use on Construction Revisions.
2. Review Shop Drawings.
3. Site Condition Revisions.

G. Quality Assurance/Quality Control Reviews for all deliverables.

H. Attendance in and meeting minutes of monthly meetings to discuss progress and/or issues (additional meetings may be required to resolve major project issues).

I. Prepare, reproduce, and distribute Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR) Package, address/respond to comments, and make plan changes.

J. Prepare, reproduce, and distribute preliminary and final bridge and roadway plans and all supporting disciplines (signing and marking, erosion control, R/W, Utilities, etc.) as well as all special provisions, all design files, and supporting documentation.

7. Related Key Team Leaders:

- A. Roadway Design.
- B. Bridge Design.
- C. NEPA Lead.

EXHIBIT 1-3

Project/Contract #3

1. Project Numbers: STP00-0037-02(056)
2. PI Numbers: 322050-
3. County(ies): Clayton & Henry
4. Description: SR 42 from SR 138/Henry to I-675/Clayton
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 subconsultants, 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 subconsultant 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 subconsultants 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
3.01	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

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

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
1.06(g)	Freshwater Aquatic Surveys
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)
1.10	Traffic Analysis
3.06	Traffic Operations Studies
3.07	Traffic Operations Design
3.08	Landscape Architecture Design
3.09	Traffic Control Systems Analysis, Design and Implementation
3.12	Hydraulic and Hydrological Studies (Roadway)
3.13	Facilities for Bicycles and Pedestrians
3.15	Highway Lighting
5.01	Land Surveying
5.02	Engineering Surveying
5.03	Geodetic Surveying
5.04	Aerial Photography
5.05	Photogrammetry
5.07	Cartography
6.01(a)	Soil Survey Studies
6.01(b)	Geological and Geophysical Studies
6.05	Hazardous Waste Site Assessment Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The proposed project would widen and reconstruct the existing 2-lane roadway to a 4-lane roadway with a 20-foot wide raised median to improve the operation and capacity of SR 42. The scope of work includes concept validation, field surveys and database validation, environmental documentation, preliminary construction plans, right of way plans, and final construction plans in accordance with the GDOT plan presentation guide. All phases of the project should proceed using the guidance established in the Plan Development Process (PDP). All required engineering studies are considered part of the scope of services.

A. Concept Report Validation:

1. Updated Field Surveys (using the guidance provided in the GDOT Survey Manual).
2. Update Traffic Studies.
3. Update CES/Cost estimates.
4. Concept Meeting Preparation and Attendance if necessary.
5. Concept Utility Report.
6. Validate approved Revised Concept Report.
7. Concept Design Data Book.

B. Environmental Document:

1. Necessary Environmental Special Studies surveys reports and assessment of effects (i.e., Air, Noise, History, Ecology, and Archaeology).
2. National Environment Policy (NEPA) document.
3. Preparation of a NW23 Section 404 permits application (if necessary).
4. Preparation of a Vegetative Buffer application.
5. Public Involvement.
6. Quality Assurance/Quality Control Reviews.
7. Attendance and minutes writing of up to six additional meetings to discuss progress or issues.
8. Prepare for and attend the Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR).
9. Certification for Right of Way and Let.

C. Preliminary Design:

1. Complete Preliminary Roadway Plans, including but not limited to:
 - a. Preliminary Signing and Marking Plans.
 - b. Preliminary Signal Plans.
 - c. Preliminary Staging Plans.
2. Pavement Evaluation/UST/Soil Survey.
3. VE Study Implementation/Validation.
4. Constructability Meeting participation.
5. Public Interest Determination (PID).
6. Cost Estimation (CES) with annual updates.
7. Quality Assurance/Quality Control Reviews.
8. Location and Design Report.
9. PFPR participation, report, and responses (all plans sets and other information requested by Engineering Services).

D. Right-of-Way Plans:

1. Coordinate field review of right of way plans and staking.
2. Revise plans and deliver final right-of-way plans.
3. Right of Way revisions during acquisition.

E. Final Design:

1. Final PS&E Package.
2. FFPR participation, report, and responses (all plans sets and other information requested by Engineering Services).
3. Erosion Control Plans.
4. Quality Assurance/Quality Control Reviews.
5. CES Final cost estimate.
6. Amendments & Revisions.
7. Final Design Data Book.

F. Construction:

1. Review Shop Drawings.
2. Site Condition Revisions.

7. Related Key Team Leaders:

- A. Roadway Design Lead.
- B. NEPA Lead.

EXHIBIT 1-4

Project/Contract #4

1. Project Numbers: EDS00-0441-00(020)
2. PI Numbers: 262027-
3. County(ies): Laurens
4. Description: SR 31/US 441 from North of CR 272 to just South of I-16 @ CR 354
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 subconsultants, 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 subconsultant 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 subconsultants 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
3.01	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

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

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
1.06(g)	Freshwater Aquatic Surveys
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)
1.10	Traffic Analysis
3.06	Traffic Operations Studies
3.07	Traffic Operations Design
3.09	Traffic Control Systems Analysis, Design and Implementation
3.12	Hydraulic and Hydrological Studies (Roadway)
3.13	Facilities for Bicycles and Pedestrians
3.15	Highway Lighting
4.01	Minor Bridge Design
5.01	Land Surveying
5.02	Engineering Surveying
5.03	Geodetic Surveying
5.04	Aerial Photography
5.05	Photogrammetry
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
6.05	Hazardous Waste Site Assessment Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

To improve the operation and capacity, the proposed project would widen 4.6 miles of SR 31/US 441 from south of SR 117 to just south of CR 354/Pine Hill. The scope of work includes concept development, field surveys and database, environmental documentation, preliminary construction plans, bridge plans, right of way plans, and final construction plans in accordance with the GDOT plan presentation guide. All phases of the project should proceed using the guidance established in the Plan Development Process (PDP). All required engineering studies are considered part of the scope of services.

A. Concept Report Validation:

1. Updated Field Surveys (using the guidance provided in the GDOT Survey Manual).
2. Update Traffic Studies.
3. Update CES/Cost estimates.
4. Concept Meeting Preparation and Attendance if necessary.
5. Concept Utility Report.
6. Validate approved Revised Concept Report.
7. Concept Design Data Book.

B. Environmental Document:

1. Necessary Environmental Special Studies surveys reports and assessment of effects (i.e., Air, Noise, History, Ecology, and Archaeology).
2. National Environment Policy (NEPA) document.
3. Preparation of a NW23 Section 404 permits application (if necessary).
4. Preparation of a Vegetative Buffer application.
5. Public Involvement.
6. Quality Assurance/Quality Control Reviews.
7. Attendance and minutes writing of up to six additional meetings to discuss progress or issues.
8. Prepare for and attend the Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR).
9. Certification for Right of Way and Let.

C. Preliminary Design:

1. Complete Preliminary Roadway Plans, including but not limited to:
 - a. Preliminary Bridge Plans.
 - b. Preliminary Signing and Marking Plans.
 - c. Preliminary Signal Plans.
 - d. Preliminary Staging Plans.
2. Bridge Foundation Investigation (BFI) Report
3. Pavement Evaluations/UST/Soil Survey
4. Constructability Meeting participation.
5. Value Engineering (VE) Study Implementation/Validation.
6. Public Interest Determination (PID).

7. Cost Estimation (CES) with annual updates.
8. Quality Assurance/Quality Control (QA/QC) Reviews.
9. Location and Design Report.
10. FFPR participation, report, and responses (all plans sets and other information requested by Engineering Services).

D. Right-of-Way Plans:

1. Coordinate field review of right of way plans and staking.
2. Revise plans and deliver final right-of-way plans.
3. Right of Way revisions during acquisition.

E. Final Design:

1. Final PS&E Package.
2. FFPR participation, report, and responses (all plans sets and other information requested by Engineering Services).
3. Erosion Control Plans.
4. Quality Assurance/Quality Control Reviews.
5. CES Final cost estimate.
6. Amendments & Revisions.
7. Final Design Data Book.

F. Construction:

1. Review Shop Drawings.
2. Site Condition Revisions.

7. Related Key Team Leaders:

- A. Roadway Design Lead.
- B. Bridge Design Lead.
- C. NEPA Lead.

EXHIBIT I-5

Project/Contract #5

1. Project Number: CSNHS-0007-00(842)
2. PI Numbers: 0007842
3. County(ies): Fulton
4. Description: I-85 at SR 138 / Jonesboro Road Interchange Reconstruction and Widening
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 subconsultants, 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 subconsultant 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 subconsultants 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
3.01	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

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

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
1.06(g)	Freshwater Aquatic Surveys
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)
1.10	Traffic Analysis
3.06	Traffic Operations Studies
3.07	Traffic Operations Design
3.09	Traffic Control Systems Analysis, Design and Implementation
3.10	Utility Coordination
3.12	Hydraulic and Hydrological Studies (Roadway)
3.13	Facilities for Bicycles and Pedestrians
3.15	Highway Lighting
4.01	Minor Bridge Design
5.01	Land Surveying
5.02	Engineering Surveying
5.03	Geodetic Surveying

5.04	Aerial Photography
5.05	Photogrammetry
5.07	Cartography
6.01(a)	Soil Survey Studies
6.01(b)	Geological and Geophysical Studies

6. Scope:

The proposed project would reconstruct the I-85 Interchange at SR 138/Jonesboro Road to improve the operation and capacity of both the State Routes and the Interstate. The scope of work includes concept development, field surveys and database, environmental documentation, preliminary construction plans, bridge plans, right of way plans, and final construction plans in accordance with the GDOT plan presentation guide. All phases of the project should proceed using the guidance established in the Plan Development Process (PDP). All required engineering studies are considered part of the scope of services.

A. Concept Report:

1. Field Surveys (using the guidance provided in the GDOT Survey Manual).
2. Traffic Studies.
3. CES/Cost estimates.
4. Concept Meeting Preparation and Attendance.
5. Approved Concept Utility Report.
6. Approved Concept Report current format.
7. Approved Interchange Modification Report (IMR).
8. Concept Design Data Book.

B. Environmental Document:

1. Necessary Environmental Special Studies surveys reports and assessment of effects including I-Bat (i.e., Air, Noise, History, Ecology, and Archaeology).
2. National Environmental Policy (NEPA) document.
3. Preparation of a NW23 Section 404 permit application (if necessary).
4. Preparation of a Vegetative Buffer application.
5. Public Involvement.
6. Quality Assurance/Quality Control (QA/QC) Reviews.
7. Attendance and minutes writing of up to six additional meetings to discuss progress or issues.
8. Prepare for and attend the Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR).
9. Certification for Right of Way and Let.

C. Preliminary Design:

1. Complete Preliminary Roadway Plans, including but not limited to:
 - a. Preliminary Bridge Plans.
 - b. Preliminary Signing and Marking Plans.
 - c. Preliminary Signal Plans.
 - d. Preliminary Staging Plans.
2. Bridge Foundation Investigation (BFI) Report.
3. Pavement Evaluation/UST/Soil Survey.
4. Public Interest Determination (PID).
5. VE Study responses (if necessary).
6. Constructability Meeting participation.

7. Cost Estimation (CES) with annual updates.
8. Quality Assurance/Quality Control Reviews.
9. Location and Design Report.
10. PFPR participation, report, and responses (all plans sets and other information requested by Engineering Services).

D. Right-of-Way Plans:

1. Coordinate field review of right of way plans and staking.
2. Revise plans and deliver final right-of-way plans.
3. Right of Way revisions during acquisition.

E. Final Design:

1. Final PS&E Package.
2. FFPR participation, report, and responses (all plans sets and other information requested by Engineering Services).
3. Transportation Management Plan (TMP) Report.
4. Erosion Control Plans.
5. Quality Assurance/Quality Control Reviews.
6. CES Final cost estimate.
7. Amendments & Revisions.
8. Final Design Data Book.

F. Construction:

1. Review Shop Drawings.
2. Site Condition Revisions.

7. Related Key Team Leaders:

- A. Roadway Design Lead.
- B. Bridge Design Lead.
- C. NEPA Lead.

EXHIBIT 1-6

Project/Contract 6

1. Project Numbers: CSBRG-0008-00(600)
2. PI Numbers: 0008600
3. County(ies): Harris
4. Description: Bridge Replacment on CR 386/Fortson Rd @ Standing Boy Creek
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 subconsultants, 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 subconsultant 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 subconsultants 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
3.01	Two-Lane or Multi-lane Rural Roadway Design
4.01	Minor Bridge Design

- B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant 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)
3.12	Hydraulic and Hydrological Studies (Roadway)
4.04	Hydraulic and Hydrological Studies (Bridges)
5.01	Land Surveying
5.02	Engineering Surveying
5.03	Geodetic Surveying
6.01(a)	Soil Survey Studies
6.01(b)	Geological and Geophysical Studies
6.02	Bridge Foundation Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide concept development, field surveys and database enhancements, development of the environmental document including all required special studies, preliminary construction plans, hydraulic and hydrological studies, preliminary bridge plans, signing and marking plans, final right-of-way plans (including revisions), erosion control plans, staging plans and final construction plans (including revisions through project final acceptance). All required engineering studies are considered part of the scope of services. All deliverables shall be in accordance with the Plan Development Process, Electronic Data Guidelines, Plan Presentation Guide, National Environmental Policy (NEPA) and the GDOT Environmental Procedures Manual.

A. Concept Report:

1. Field Surveys(using the guidance provided in the GDOT Survey Manual).
2. Traffic Studies.
3. Cost estimates.
4. Concept Meeting Preparation and Attendance.
5. Approved Concept Report.
6. Concept Design Data Book.

B. Environmental Document:

1. Necessary Environmental Special Studies surveys reports and assessment of effects (i.e., Air, Noise, History, Ecology, Archaeology).
2. NEPA documents:
 - a. Categorical Exclusion.
 - b. One NEPA document reevaluation for Construction.
3. Preparation of a NW23 Section 404 permit application.
4. Aquatic Survey.
5. Stream Buffer Variance.
6. Wetland Mitigation.
7. Preparation of a Vegetative Buffer application.
8. Public Involvement (1 possible detour/PIOH).
9. Prepare for and attend the Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR).
10. Certification for Right-of-Way.
11. Certification for Let.

C. Preliminary Design:

1. Complete Preliminary Roadway Plans, including but not limited to:
 - a. Preliminary Bridge Plans.
 - b. Preliminary Signing and Marking Plans.
 - c. Preliminary Signal Plans.
 - d. Preliminary Communication Plans.
 - e. Preliminary Staging Plans.
2. Bridge Hydraulic Study.
3. Bridge Foundation Investigation (BFI) Report.
4. Pavement Evaluation/UST/Soil Survey.
5. Constructability Meeting participation.
6. Cost Estimation with annual updates.
7. Quality Assurance/Quality Control (QA/QC) Reviews.
8. Location and Design Report/
9. PFPR participation, report, and responses(all plans sets and other information requested by Engineering Services).

D. Right-of-Way Plans:

1. Coordinate field review of right of way plans and staking.
2. Revise plans and deliver final right-of-way plans.
3. Right of Way revisions during acquisition.

E. Final Design:

1. FFPR participation , report, and responses (all plans sets and other information requested by Engineering Services).
2. Erosion Control Plans.
3. Quality Assurance/Quality Control Reviews.
4. Corrected FFPR Plans.
5. CES Final cost estimate.
6. Final PS&E Package.
7. Amendments & Revisions.
8. Errors and Omissions.
9. Final Design Data Book.

F. Construction:

1. Use on Construction Revisions.
2. Review Shop Drawings.
3. Site Condition Revisions.

G. Quality Assurance/Quality Control Reviews for all deliverables.

H. Attendance in and meeting minutes of monthly meetings to discuss progress and/or issues (additional meetings may be required to resolve major project issues).

7. Related Key Team Leaders:

- A. Roadway Design.
- B. Bridge Design.
- C. NEPA Lead.

EXHIBIT I-7

Project/Contract 7

- 1. Project Numbers: EDS00-0500-00(005)
- 2. PI Numbers: 661950
- 3. County: Bartow
- 4. Description: US 411 RELOC FM SR 3/US 41 TO I-75; INCL I-75 INTERCHANGE

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 subconsultants, 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 subconsultant 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 subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

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

Number	Area Class
1.06(a)	NEPA

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

Number	Area Class
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)
5.04	Aerial Photography

6. Scope:

The Consultant shall provide environmental analyses, which will include the production of a Notice of Intent, Supplemental Draft Environmental Impact Statement (SDEIS), Final Environmental Impact Statement (FEIS), and a Record of Decision (ROD) in accordance with the National Environmental Policy Act (NEPA). It is assumed that a Section 4(f) Evaluation will also be required.

A. Project Description:

This project provides a new US 411 to I-75 connection by constructing a 7.31 mile long freeway on new location between the existing US 411/US 41 interchange and existing SR 20 east of I-75, with a new interchange at I-75. An interchange with existing US 411 is also proposed. 24 bridges are on the project.

B. Environmental Document (Supplemental Environmental Impact Statement (EIS):

- 1. Necessary Environmental Special Studies surveys reports and assessment of effects for multiple alternatives (i.e., Air, Noise, History, Ecology, Archaeology).

Ecology report (including having the proper permit in hand to conduct surveys for federally protected bats).

2. NEPA documents:
 - a. Notice of Intent.
 - b. Supplemental Environmental Impact Statement.
 - c. Final Environmental Impact Statement.
 - d. Record of Decision.
 - e. One NEPA document reevaluation for Construction.
 3. Preparation of a Section 404 and 401 permit application.
 4. Preparation of a Vegetative Buffer application.
 5. Public Involvement.
 - a. Public Information Open House (PIOH).
 - b. Public Hearing Open House (PHOH).
 - c. Reconvening multiple Citizen Advisory Committees.
 6. Quality Assurance/Quality Control Reviews
 7. Attendance and minutes writing of up to ten(10) additional meetings to discuss progress or issues.
 8. Prepare for and attend the Preliminary Field Plan Review (PFPR) and Final Field Plan Review (FFPR).
 9. Certification for Let.
7. Related Key Team Leaders:
- A. NEPA.
 - B. Public Involvement.

**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

Solicitation No. : RFQ-484-101713

Solicitation Name: Engineering Design Services

Respondent's Name: _____

STATE OF GEORGIA
CONSULTANT AFFIDAVIT

By executing this affidavit, the undersigned Consultant verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm, or corporation 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,* in accordance with the applicable provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned Consultant further agrees that it will continue to use the federal work authorization program throughout the contract period and, should it employ or contract with any subconsultant(s) in connection with the physical performance of services pursuant to this contract with the Georgia Department of Transportation, Consultant will secure from such subconsultant(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Subconsultant Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Consultant further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation at the time the subconsultant(s) is retained to perform such service.

EEV / E-Verify™ User Identification Number

Date of Authorization

BY: 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 SEAL]

Notary Public

My Commission Expires: _____

*or any subsequent replacement operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

**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 subconsultants. 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							

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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	Toil 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		
c. Contact Information		Excluded
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		
c. Relevant engineering experience		2
d. Relevant project management experience		
e. Relevant experience using GDOT specific processes, etc.		
f. Project Manager Commitment Table	->	Excluded
2. Key Team Leader Experience		
a. Education		
b. Registration		1 (each)
c. Relevant experience in applicable resource area		
d. Relevant experience using GDOT specific processes, etc.		
e. Additional Page for Discussion on key resources	->	1
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	->	1
2. Key Team Leaders Project commitment table	->	Excluded

ADDENDUM NO. 1

ISSUE DATE: September 30, 2013

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

RFQ 484-101713: Engineering Design Services, Contracts 1-7

Note please review carefully!

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

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

Firm Name _____

Signature _____ Date _____

Typed Name and Title _____

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

This Addendum, including all questions and answers, shall become and form a part of the original RFQ package and shall be taken into account when preparing your proposal.

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

	Questions	Answers
1.	Please confirm that the Prime Consultant must be prequalified for Area Class 3.04 – Multi-Lane Rural Interstate Limited Access Design for Project/Contract #4 PI No. 262027 – Laurens County – SR31/US 441.	Yes, the Prime Consultant must be prequalified for Area Class 3.04 – Multi-Lane Rural Interstate Limited Access Design for Project/Contract 4, P.I. No. 262027 – Laurens County – SR 31/US 441 as shown in the RFQ on page 24.
2.	For Contract No. RFQ-484-101713, on page 6 of the RFP, section B.1.c.: Relevant engineering experience for the Project Manager, can you please clarify if there is a limitation regarding the number of projects that can be listed under this subsection?	Yes, there is a limitation. Please reference the RFQ, page 6, VI.B.d.

3.	<p>a. Will Area Classes 3.10 and 5.08 be required on Contract 3?</p> <p>b. Will Area Class 3.10 on Contract 4?</p> <p>c. Will Area Class 5.08 on Contract 5?</p>	<p>a. No. Area Classes 3.10 and 5.08 will not be required on Project/Contract #3. Please reference page 21, sections A. and B in the RFQ advertisement.</p> <p>b. No. Area Classes 3.10 will not be required on Project/Contract #4. Please reference page 24 and 25, sections C. and D in the RFQ advertisement.</p> <p>c. No. Area Class 5.08 will not be required on Project/Contract# 5. Please reference pages 27 and 28, sections A and B in the RFQ advertisement.</p>
4.	<p>The RFQ indicates: "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." Please confirm this means we may not put multiple sections on one page even if excessive space allows.</p>	<p>No, you may not put multiple sections on one page even if there is available space. This will enable the Department to ensure compliance with the page limitations.</p>
5.	<p>Please confirm that covers (front and back), tabs, cover letters and forms are not included in the page restrictions.</p>	<p>Page Restrictions are determined by sections. Instructions and limits for each section can be found in RFQ-Section VI. There is also a summary provided in Attachment 1. Only a front cover page is desired as directed for each copy of each submittal of each project. Tabs are not desired. Cover letters are not desired. All documents which are excluded are referenced in the Instructions and Attachment 1.</p>
6.	<p>Is a cover letter allowed prior to or to contain the information requested in section A, so long as the information asked for is included in the order it is asked for?</p>	<p>See the instructions in RFQ-Section VI. Each copy of each submittal must have a cover page as directed which must serve as the new cover page for Sections A., B., and C. Also, see the explanation for Question 5. above.</p>
7.	<p>Regarding Project #4 EDS00-0441-00(020), are the project limits correct? Most of 441 between CR 272 and CR 354 is already a four lane section. Please confirm.</p>	<p>The project limits are correct.</p>
8.	<p>Project #4, is it possible to provide concept drawings if they exist?</p>	<p>Yes, concept drawings are in the approved revised concept report, which can be obtained in TransPi from the external GDOT website.</p>

9. Delete and Replace with: Page 2 - I. General Project Information, A. Overview, with: (Contract Table) Contract 4, Laurens County, P.I./Project #. 262027, SR 31/US441 from North of CR 272 to just South of I-16 @ CR 354.

ADDENDUM NO. 2

ISSUE DATE: October 9, 2013

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

RFQ 484-101713: Engineering Design Services, Contracts 1-7

NOTE: PLEASE REVIEW CAREFULLY!

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

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

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 for Phase I.

The above-numbered RFQ is amended as set forth below:

I. **III. Schedule of Events** is **DELETED** and **REPLACED** with the following:

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. To Be Determined (TBD).

PHASE I	DATE	TIME
a. GDOT issues public advertisement of RFQ-484-101713	9/16/2013	-----
b. Deadline for submission of written questions and requests for clarification	9/30/2013	2:00 PM
c. Deadline for submission of Statements of Qualifications	10/24/2013	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	TBD

II. **IV. Selection Criteria for Phase I - Criteria for Evaluation of Statements of Qualifications is DELETED and REPLACED with the following:**

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 – 20%

The Selection Committee will evaluate all firms on their Experience and Qualifications, which shall account for a total of twenty (20%) 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, and workload.
- 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 – 30%

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

Resources dedicated to delivering project
Workload capacity of Key Team Leader(s)

III. **V. Selection Criteria for Phase II - Criteria for Evaluation of Suitability and Past Performance is DELETED and REPLACED with the following:**

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

A. Technical Approach – 40%

The Selection Committee will evaluate the shortlisted firms (Finalists) on their Suitability, 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.

IV. VII. A. Instructions for Preparing Suitability and Past Performance Response – Phase II Response, A. Suitability is DELETED and REPLACED with the following:

A. Technical Approach

1. 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.

ADDENDUM NO. 3

ISSUE DATE: October 18, 2013

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

RFQ 484-101713: Engineering Design Services, Contracts 1-7

NOTE: PLEASE REVIEW CAREFULLY!

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

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

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 for Phase I.

The above-numbered RFQ is amended as set forth below:

I. **Section II., entitled Selection Method is DELETED and REPLACED with the following:**

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-484-101713, Engineering Design Services. 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 Suitability 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 **Suitability** 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 firms to finalize the terms and conditions of the contracts, including the fees to be paid. In the event a satisfactory agreement cannot be reached with the highest-ranking firms, 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.

ADDENDUM NO. 4

ISSUE DATE: January 2, 2014

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

RFQ 484-101713: Engineering Design Services, Project 7 (P.I. # 661950)

NOTE: PLEASE REVIEW CAREFULLY!

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

NOTE: A signed acknowledgment of this addendum (this page) MUST be attached to your SUBMITTAL for Phase II.

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 questions and answers, shall become and form a part of the original RFQ package and shall be taken into account when preparing your proposal.

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

	Questions	Answers
1.	Project 7, P.I. Number 661950- Will the latest traffic models for this project be provided?	Yes, the latest traffic model will be provided.

SUBMISSION & PRESCREENING CHECKLIST

SOLICITATION #: RFQ 484-101713 - B1303 #7 - PI#661950-
SOLICITATION TITLE: Batch 3 - Engineering Design Services
SOLICITATION DUE DATE: October 24, 2013
SOLICITATION TIME DUE: 2:00pm



No.	Consultants	Date	Time	Exhibit II - Certification			Signed Addendum If Applicable	Compliant with Page # Limitations	Compliant with Required Format	Meets Required Area Classes
				Exhibit III - GSICA	Exhibit II - Certification	Exhibit III - GSICA				
1	Adrian Collaborative, LLC	10/24/2013	1:52 PM	X	X	X	X	X	X	X
2	CDM Smith Inc.	10/24/2013	1:47 PM	X	X	X	X	X	X	X
3	CROY Engineering, LLC	10/24/2013	11:25 AM	No	X	X	X	X	X	X
4	Jacobs Engineering Group Inc.	10/24/2013	11:37 AM	X	X	X	X	X	X	X
5	Michael Baker Jr., Inc.	10/24/2013	10:40 AM	No	X	No	X	X	X	X
6	Mulkey Engineers & Consultants	10/24/2013	10:13 AM	X	X	X	X	X	X	X
7	Volkert, Inc.	10/24/2013	11:29 AM	X	X	X	X	No	X	X

SOQ AREA CLASS CHECKLIST

Solicitation #: RFQ 484-101713 - B1303 #7 - PI#661950-

Solicitation Title: Batch 3 - Engineering Design Services

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	5.04	Certificate Expires	Comments
	1	X	X	X	X	X	X	X	X		
Adrian Collaborative, LLC	X	X	X	X	X	X	X	X	X	12/31/2014	
Parsons Brinckerhoff, Inc. (f/k/a/PB Americas, Inc.)		X	X	X	X	X	X	X	X	5/31/2014	DBE
New South Associates, Inc.	X	X	X	X	X	X	X	X	X	2/29/2016	
Ecological Solutions										11/30/2014	DBE
Sycamore Consulting, Inc.									X	4/30/2016	
Georgia Aerial Surveys, Inc.										5/31/2015	
Foresite Group, Inc.										7/31/2015	
ECS Southeast, LLC											
2	X	X	X	X	X	X	X	X	X	2/28/2015	
CDM Smith Inc.	X	X	X	X	X	X	X	X	X	11/30/2014	DBE
Sycamore Consulting, Inc.										12/31/2015	
Southeastern Engineering, Inc.	X	X	X	X	X	X	X	X	X	5/31/2014	DBE
New South Associates, Inc.		X	X	X	X	X	X	X	X	8/31/2014	DBE
CCR Environmental, Inc.									X	7/31/2015	
GMR Aerial Surveys Inc. d/b/a Photo Science											
3	X	X	X	X	X	X	X	X	X	8/31/2014	
CROY Engineering, LLC	X	X	X	X	X	X	X	X	X	5/31/2014	DBE
New South Associates, Inc.		X	X	X	X	X	X	X	X	7/31/2016	DBE
River to Tap - R2T, Inc.										7/31/2014	
Register-Nelson, Inc.	X	X	X	X	X	X	X	X	X	4/30/2016	
Georgia Aerial Surveys, Inc.										11/30/2014	DBE
Sycamore Consulting, Inc.									X		

GDOT GUIDE FOR SELECTION COMMITTEE MEMBERS

RFQ 484-101713

Engineering Design Services, Contract 7, P.I. No. 661950-

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

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 Wednesday, December 11, 2013. 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, January 08, 2014. 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 GUIDE FOR SELECTION COMMITTEE MEMBERS

RFQ 484-101713

Engineering Design Services, Contract 7, P.I. No. 661950-

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 II

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

Phase II

Evaluation of Technical Approach and Past Performance

- Finalists will be required to submit a written response which must detail the Technical approach (including design concepts and use of alternative methods).
- Past Performance - Procurement will be checking references and will provide the results of the reference checks to the Selection Committee. The Selection Committee will also be allowed to bring any information for consideration they have available regarding the Firm's performance on any project/contract.

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

Evaluation Meeting:

All notes must be brought to the Selection Committee Meeting planned for Tuesday, January 28, 2014. 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 PRELIMINARY SCORING AND RANKING OF SUBMITTALS

Solicitation Title:	<i>Batch 3 - Engineering Design Services</i>	1	Jacobs Engineering Group Inc.
Solicitation #:	<i>RFQ 484-101713 - B1303 #7 - PI#661950-</i>	2	Adrian Collaborative, LLC
PHASE I - Individual Committee Member Preliminary Scoring based on Published Criteria		3	Michael Baker Jr., Inc.
(This Page For GDOT Use)		4	Mulkey Engineers & Consultants
		5	CROY Engineering, LLC
		6	Volkert, Inc.
		7	CDM Smith Inc.
		(RANKING)	
	Sum of		
	Individual	Group	
SUBMITTING FIRMS		Rankings	Ranking
Adrian Collaborative, LLC	6	2	
CDM Smith Inc.	15	7	
CROY Engineering, LLC	12	5	
Jacobs Engineering Group Inc.	5	1	
Michael Baker Jr., Inc.	8	3	
Mulkey Engineers & Consultants	10	4	
Volkert, Inc.	14	6	

Evaluation Criteria →

Experience and Qualifications
Resource availability and Workload Capacity

Evaluator 1

Maximum Points allowed =	200	300	Phase One Evaluator 1 individual	
SUBMITTING FIRMS	▼	▼	Total Score	Ranking
Adrian Collaborative, LLC	Adequate	Adequate	250	1
CDM Smith Inc.	Marginal	Marginal	125	4
CROY Engineering, LLC	Marginal	Marginal	125	4
Jacobs Engineering Group Inc.	Good	Marginal	225	2
Michael Baker Jr., Inc.	Marginal	Marginal	125	4
Mulkey Engineers & Consultants	Good	Marginal	225	2
Volkert, Inc.	Marginal	Marginal	125	4
Maximum Points allowed =	200	300	500 %	

Evaluation Criteria →

Experience and Qualifications
Resource availability and Workload Capacity

Evaluator 2

Maximum Points allowed =	200	300	Phase One Evaluator 2 Individual	
SUBMITTING FIRMS	▼	▼	Total Score	Ranking
Adrian Collaborative, LLC	Excellent	Good	425	1
CDM Smith Inc.	Adequate	Adequate	250	6
CROY Engineering, LLC	Good	Good	375	3
Jacobs Engineering Group Inc.	Excellent	Good	425	1
Michael Baker Jr., Inc.	Good	Good	375	3
Mulkey Engineers & Consultants	Adequate	Adequate	250	6
Volkert, Inc.	Marginal	Good	275	5
Maximum Points allowed =	200	300	500 %	

Evaluation Criteria →

Experience and Qualifications
Resource availability and Workload Capacity

Evaluator 3

Maximum Points allowed =	200	300	Phase One Evaluator 3 Individual	
SUBMITTING FIRMS	▼	▼	Total Score	Ranking
Adrian Collaborative, LLC	Adequate	Adequate	250	4
CDM Smith Inc.	Marginal	Adequate	200	5
CROY Engineering, LLC	Marginal	Adequate	200	5
Jacobs Engineering Group Inc.	Good	Adequate	300	2
Michael Baker Jr., Inc.	Adequate	Good	325	1
Mulkey Engineers & Consultants	Good	Adequate	300	2
Volkert, Inc.	Marginal	Adequate	200	5
Maximum Points allowed =	200	300	500 %	

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:	①		
Evaluation Committee should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25 % of Available Points Adequate = Meets minimum qualifications/availability and is generally capable of performing work = 50% of Available Points Good = More than meets minimum qualifications/availability and exceeds in some aspects = 75% of Available Points Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	→ Adequate
Comments	PM LISTED PASSING EIS DOCUMENT EXPERIENCE, BUT ONLY 1 ROADWAY SPECIFIC EIS. KEY TEAM LEADERS HAVE SOME EIS DOCUMENT EXPERIENCES.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	→ Adequate
Comments	NUMBER OF AVAILABLE HOURS WAS GIVEN AND APPEARS SATISFACTORY.		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	→ Marginal
Comments	PM LISTED NO EIS DOCUMENT EXPERIENCE. KEY TEAM LEADER LISTED EIS EXPERIENCE IN PASSING REFERENCE, BUT NO SPECIFIC PROJECTS LISTED. STULTE		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	→ Marginal
Comments	NOT POSSIBLE TO DETERMINE NUMBER OF HOURS ACTUALLY AVAILABLE FOR THIS PROJECT BASED ON INFO GIVEN.		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	→ Marginal
Comments	PM LISTED NO EIS DOCUMENT EXPERIENCE. KEY TEAM LEADER ORR LISTED NO EIS EXPERIENCE.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	→ Marginal
Comments	NOT POSSIBLE TO DETERMINE NUMBER OF HOURS ACTUALLY AVAILABLE FOR THIS PROJECT BASED ON INFO GIVEN.		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:	1 One		
Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25 % of Available Points Adequate = Meets minimum qualifications/availability and is generally capable of performing work = 50% of Available Points Good = More than meets minimum qualifications/availability and exceeds in some aspects = 75% of Available Points Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Firm Name: [REDACTED] [REDACTED] Engineering Group, Inc.			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	Good
Comments	PM AND TEAM LEADERS HAVE EIS DOCUMENT EXPERIENCE INCLUDING THIS PROJECT'S PREVIOUS EIS/ROD. OTHER EIS EXPERIENCES ALSO MENTIONED.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Marginal
Comments	NOT POSSIBLE TO DETERMINE NUMBER OF HOURS ACTUALLY AVAILABLE FOR THIS PROJECT BASED ON INFO GIVEN.		
Firm Name: [REDACTED] [REDACTED] [REDACTED]			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	Marginal
Comments	PM AND TEAM LEADER CANDID LISTED NO EIS DOCUMENT EXPERIENCE.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Marginal
Comments	NOT POSSIBLE TO DETERMINE NUMBER OF HOURS ACTUALLY AVAILABLE FOR THE PROJECT BASED ON INFO GIVEN.		
Firm Name: [REDACTED] [REDACTED] & CONSULTANTS			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	Good
Comments	PM AND TEAM LEADERS HAVE EIS DOCUMENT EXPERIENCES. PM HAS PM EXPERIENCE ON AN EIS PROJECT SEVERAL		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Marginal
Comments	NOT POSSIBLE TO DETERMINE NUMBER OF HOURS ACTUALLY AVAILABLE FOR THIS PROJECT BASED ON INFO GIVEN.		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:			
Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points			
Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25 % of Available Points			
Adequate = Meets minimum qualifications/availability and is generally capable of performing work = 50% of Available Points			
Good = More than meets minimum qualifications/availability and exceeds in some aspects = 75% of Available Points			
Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	MARGINAL
Comments	PM LISTED NO EIS DOCUMENT EXPERIENCE. KEY TEAM LEADERS LISTED NO EIS DOCUMENT EXPERIENCE.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	MARGINAL
Comments	NOT POSSIBLE TO DETERMINE NUMBER OF HOURS ACTUALLY AVAILABLE FOR THIS PROJECT BASED ON INFO GIVEN		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:	2		
Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points			
Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25 % of Available Points			
Adequate = Meets minimum qualification/availability and is generally capable of performing work = 50% of Available Points			
Good = More than meets minimum qualifications/availability and exceeds in some aspects =75% of Available Points			
Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Firm Name:	Adrian Collaborative, LLC		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating	→	Excellent
Comments	PM demonstrates experience with similar projects and details hrs knowledge and ongoing training with NEPA process. Team details previous experience on US411.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating	→	Good
Comments	Although committed to several projects, PM states he has good availability for this contract. NEPA lead shows more than 50% commitments to other projects.		
Firm Name:	CDM Smith Inc.		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating	→	Adequate
Comments	Key Team seems sufficient to fulfill all work on this contract.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating	→	Adequate
Comments	PM lists 6 project commitments, all more than 50% complete. NEPA leads lists several projects, all more than 50% complete.		
Firm Name:	CROY Engineering, LLC		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating	→	Good.
Comments	Key Teams seems sufficient to fulfill all work on this contract. Good previous project is given including new location and interchanges. No substantial bridge projects listed.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating	→	Good.
Comments	PM lists 2 projects nearly complete and 1 in concept design. Other team leaders show good availability.		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #: 2			
Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25 % of Available Points Adequate = Meets minimum qualification/availability and is generally capable of performing work = 50% of Available Points Good = More than meets minimum qualifications/availability and exceeds in some aspects = 75% of Available Points Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Firm Name:	Jacobs Engineering Group Inc.		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating	→	Excellent
Comments	PM lists previous US & IIS EIS experience. PM lists experience with several EIS Documents, and details public involvement experience. Other Key Team Leaders show good experience.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating	→	Good
Comments	PM lists 2 projects just starting. Key Team members show good availability => just starting 1 project and wrapping up others.		
Firm Name:	Michael Baker Jr., Inc.		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating	→	Good
Comments	PM lists good project experience including Bridge Replacements, widening, and Interchanges. New location Brewery experience is not listed.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating	→	Good
Comments	PM shows good availability. Key Team members show 2 projects. 1 is nearing final design phase and 1 in the middle of final design.		
Firm Name:	Mulkey Engineers & Consultants		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating	→	Adequate
Comments	PM lists good project experience including bypasses at new location, Bridge projects. No interchange experience is listed. Key Team members list previous EIS experience		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating	→	Adequate.
Comments	PM shows good availability. PM shows Public Involvement lead shows commitment to several projects.		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:	2		
Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25 % of Available Points Adequate = Meets minimum qualifications/availability and is generally capable of performing work = 50% of Available Points Good = More than meets minimum qualifications/availability and exceeds in some aspects = 75% of Available Points Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Firm Name:	Volkert, Inc.		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating		→ Marginal.
Comments	PM shows some previous experience with projects that consisted of some of the same activities that will be on this project. Bridge Replacement and interchange experience are not listed. Key Team seems sufficient to complete this project.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating		→ Good.
Comments	PM shows good availability. Key Team shows good availability.		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #: 3			
Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25 % of Available Points Adequate = Meets minimum qualification/availability and is generally capable of performing work = 50% of Available Points Good = More than meets minimum qualifications/availability and exceeds in some aspects = 75% of Available Points Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Firm Name: Adrian Collaborative, LLC			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	Adequate
Comments	PM and key leaders adequate. Prime's experience with ETS is marginal.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Adequate
Comments	Resources and capacity are good. adequate		
Firm Name: CDM Smith Inc.			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	Marginal
Comments	PM lacks ETS experience. Team leader lacks ETS experience. Prime's experience is marginal in regards to ETS.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Adequate
Comments	Resources are good, but capacity is adequate. Prime's experience		
Firm Name: CROY Engineering, LLC			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	Marginal
Comments	PM lacks ETS experience. Team leader lacks ETS experience.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Adequate
Comments	Resources are good. adequate. Capacity is adequate good.		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:	3	Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.	
Poor = Does Not have minimum qualifications/availability = 0% of the Available Points Marginal = Meets Minimum qualifications/availability but one or more major considerations are not addressed or is lacking in some essential aspects = Score 25% of Available Points Adequate = Meets minimum qualification/availability and is generally capable of performing work = 50% of Available Points Good = More than meets minimum qualifications/availability and exceeds in some aspects = 75% of Available Points Excellent = Fully meets qualifications/availability and exceeds in several or all areas = 100% of Available Points			
Firm Name: 3 Jacobs Engineering Group Inc.			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	GOOD
Comments	PM experience is good. Team leaders have good relevant experience Prime's experience is good/adequate.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Adequate
Comments	Resources are good and capacity is adequate.		
Firm Name: Michael Baker Jr., Inc.			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	Adequate
Comments	PM has adequate excellent marginal experience. Team leaders have good experience. Prime has good experience.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	GOOD
Comments	Resources and capacity are good.		
Firm Name: Mulkey Engineers & Consultants			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	GOOD
Comments	PM experience is excellent. Team leader experience is good. Prime's experience is adequate.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	Adequate
Comments	Resources are good. Capacity is adequate.		

GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:	3		
Evaluation Committees should assign Ratings (options and explanation for ratings below) to each Section. Comments must be written in the boxes provided and should justify the rating assigned.			
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Firm Name: Volkert, Inc.			
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%		Assigned Rating	→ Marginal
Comments	PM experience is marginal. Team leaders are marginal. Prime's experience with ETS is marginal.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%		Assigned Rating	→ Adequate
Comments	Resources are adequate. Capacity is good.		

Mims, Karen

Evaluator #1

From: [REDACTED]
Sent: Tuesday, January 07, 2014 10:14 AM
To: Mims, Karen
Subject: RE: RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7, Volkert

Karen,

I was having a hard time with the spreadsheet you send. My scores and comments are listed below:

Experience:

Score: Marginal

Comments: No previous EIS experience listed

Availability:

Score: Adequate

Comments: Team seems to have adequate availability to fulfill obligations to this contract.

[REDACTED]
[REDACTED]
Georgia Department of Transportation
600 West Peachtree Street, Atlanta, GA 30308
[REDACTED]

From: Mims, Karen
Sent: Thursday, January 02, 2014 8:14 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7, Volkert

Volkert, Inc. made the short list for the above solicitation. They also had to change their subconsultant; therefore the team has changed. Please review the documents and rate them accordingly. We will meet sometime next week to review their scores if they have changed based on the new information. Initially, the consensus as a group were as follows:

"Marginal" for Experience and Qualifications and "Adequate" for Resource Availability and Workload Capacity.

Attached is the score sheet, statement of qualifications (SOQ) and Volkert's revised information for the SOQ. Please let me know if you have any questions.

From: Boston, Richard [<mailto:richard.boston@volkert.com>]
Sent: Tuesday, December 31, 2013 2:40 PM
To: Mims, Karen
Cc: Covington, Buddy; Goffinet, Jason; Yates, David
Subject: RE: Notice to Finalists - RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7

Hi Karen,

Per our conversation this morning, attached is our revision to our Phase 1 submittal changing GT Hill Planners to Brockington & Associates. I've highlighted the changes so they are easy to find.

The revised pages include:

- 1) B2 – Volkert Team's Support Members
- 2) B4 – Prequalification Chart
- 3) Brockington & Associates Prequalification Sheet
- 4) C1a – Organization Chart

If you have any questions or need additional information, please call me.

Thanks,
Richard E. Boston, P.E.
Volkert, Inc.
Cell: 770-856-8997

The information contained in this e-mail, including any accompanying documents or attachments, is from Volkert, is intended only for the use of the individual or entity named above, and is privileged and confidential. If you are not the intended recipient, be aware that any disclosure, dissemination, distribution, copying or use of the contents of this message is strictly prohibited. If you have received this message in error, please notify Volkert immediately at our corporate office (251) 342-1070. Thank you for your cooperation.

From: Mims, Karen [<mailto:kmims@dot.ga.gov>]
Sent: Monday, December 23, 2013 11:25 AM
To: 'todd@adriancollaborative.com'; SeyhanU@CDMSmith.com; 'Pat.Smeeton@jacobs.com'; 'ndavis@mulkeyinc.com'; Boston, Richard
Subject: Notice to Finalists - RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7

Please acknowledge receipt via-email.

Congratulations;

Your firm has been selected as a finalist for further consideration.

Please read the attached document fully and carefully and follow the instructions accordingly. Also, please send an e-mail confirming receipt of the attached Notice to Finalist.

Karen C.B. Mims
GA Department of Transportation
Office of Transportation Services Procurement
600 West Peachtree Street, NW, 19th Floor
Atlanta, Georgia 30308
(404) 631-1430

Evaluator #2

Mims, Karen

From: [REDACTED]
Sent: Tuesday, January 07, 2014 5:31 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7, Volkert

Karen,

My vote: I see no reason to change the scores previously given to this firm based on the new information provided

[REDACTED]
[REDACTED]
Georgia Department of Transportation
600 West Peachtree Street, NW - 16th Floor
Atlanta, Georgia 30308
[REDACTED]

From: Mims, Karen
Sent: Thursday, January 02, 2014 8:50 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7, Volkert

Please submit this information back to me no later than January 7, 2014. Thanks.

From: [REDACTED]
Sent: Thursday, January 02, 2014 8:14 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7, Volkert

Volkert, Inc. made the short list for the above solicitation. They also had to change their subconsultant; therefore the team has changed. Please review the documents and rate them accordingly. We will meet sometime next week to review their scores if they have changed based on the new information. Initially, the consensus as a group were as follows:

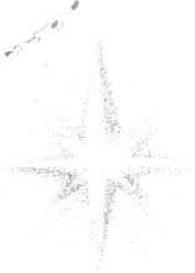
"Marginal" for Experience and Qualifications and "Adequate" for Resource Availability and Workload Capacity.

Attached is the score sheet, statement of qualifications (SOQ) and Volkert's revised information for the SOQ. Please let me know if you have any questions.

From: Boston, Richard [<mailto:richard.boston@volkert.com>]
Sent: Tuesday, December 31, 2013 2:40 PM
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Cc: Covington, Buddy; Goffinet, Jason; Yates, David
Subject: RE: Notice to Finalists - RFQ 484-101713, Engineering Design Services, P.I. No. 661950-, Contract 7

Hi Karen,

Per our conversation this morning, attached is our revision to our Phase 1 submittal changing GT Hill Planners to Brockington & Associates. I've highlighted the changes so they are easy to find.



***All meaningful and lasting change starts first in your imagination
and then works its way out. Imagination is more important than knowledge.***

The Georgia Department of Transportation works to improve the quality of water discharged from roadways and properties owned and operated by the Department into Georgia's waterways. The Department has appropriated \$15 million to be spent by 2017 for continuous improvements to stormwater quality. For more information, visit Georgia DOT's Stormwater Pollution Prevention <http://www.dot.ga.gov/Projects/programs/environment/Pages/StormWater.aspx> webpage.

Also follow us on Facebook <http://www.facebook.com/GeorgiaDOT> and Twitter <http://twitter.com/gadepoftrans>.



GDOT Solicitation #:	RFQ 484-101713, Engineering Services, Contract 7, P.I. No. 661950-	Phase of Evaluation:	PHASE I - Preliminary Ratings
Evaluator #:	3		
Firm Name:	Volkert, Inc.		
Project Manager, Key Team Leader(s) and Prime's Experience and Qualifications - 20%	Assigned Rating	—————>	MARGINAL
Comments	PM Experience is marginal. Team leaders are marginal. Prime's experience with EIS is marginal.		
Project Manager, Key Team Leader(s) and Prime's Resources and Workload Capacity - 30%	Assigned Rating	—————>	ADEQUATE
Comments	Resources and capacity appear adequate.		

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

Solicitation Title:	<i>Batch 3 - Engineering Design Services</i>	1	Adrian Collaborative, LLC
Solicitation #:	<i>RFQ 484-101713 - B1303 #7 - PI#661950-</i>	1	Volkert, Inc.
PHASE I - Individual Committee Member Scoring and Overall Ranking based on Published Criteria FOR TOP TEN SUBITTALS		1	CDM Smith, Inc.
(This Page For GDOT Use)		4	Jacobs Engineering Group Inc.
		4	Mulkey Engineers & Consultants
SUBMITTING FIRMS		(RANKING)	
		6	Michael Baker Jr., Inc.
		7	CROY Engineering, Inc.
		Score	Group Ranking
			Total Score
Jacobs Engineering Group Inc.		300	4
Adrian Collaborative, LLC		375	1
Michael Baker Jr., Inc.		250	6
Mulkey Engineers & Consultants		300	4
CROY Engineering, LLC		200	7
Volkert, Inc.		375	1
CDM Smith Inc.		375	1

Evaluation Criteria →

Experience and Qualifications
Resources availability and Workload Capacity

SUBMITTING FIRMS	Maximum Points allowed =		Scores and Group Ranking	
	200	300	Total Score	Ranking
Jacobs Engineering Group Inc.	Good	Adequate	300	4
Adrian Collaborative, LLC	Good	Good	375	1
Michael Baker Jr., Inc.	Adequate	Adequate	250	6
Mulkey Engineers & Consultants	Good	Adequate	300	4
CROY Engineering, LLC	Marginal	Adequate	200	7
Volkert, Inc.	Good	Good	375	1
CDM Smith Inc.	Good	Good	375	1

RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Jacobs Engineering Group Inc.		
Experience and Qualifications	Assigned Rating	Good	
<p>The Project Manager (PM) has Environmental Impact Statement (EIS) document level experience for this project as well as the previous project for this scope of work. The PM and key team leaders had worked on the previous project with a successful conclusion. Also, the team has Draft I-20 and high speed ground EIS experience.</p>			
Resources availability and Workload Capacity	Assigned Rating	Adequate	
<p>It appears the PM and key team leaders have adequate availability for this project.</p>			
RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Adrian Collaborative, LLC		
Experience and Qualifications	Assigned Rating	Good	
<p>The team has some projects with EIS experience. PM has previous experience with this project. The prime indicated they have additional key team leaders who had experience with the previous project. It appeared that the Prime had limited experience with EIS.</p>			
Resources availability and Workload Capacity	Assigned Rating	Good	
<p>The firm provided detailed availability and it appeared that the workload capacity was very good for this project.</p>			
RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Michael Baker Jr., Inc.		
Experience and Qualifications	Assigned Rating	Adequate	
<p>The Project Manager (PM) is an engineer and listed similar projects. The (PM) does not have experience with Environmental Impact Statement (EIS) level documents. National Environmental Policy Act (NEPA) lead has various experience working with EIS and bridge projects. The firm listed several EIS projects.</p>			
Resources availability and Workload Capacity	Assigned Rating	Adequate	
<p>It appears the PM and key team leaders have adequate availability for this project.</p>			

RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Mulkey Engineers & Consultants		
Experience and Qualifications	Assigned Rating	Good	
<p>The Project Manager (PM) appears to have several Environmental Impact Statement (EIS) level project experiences. The National Environmental Policy Act (NEPA) team leader has two EIS projects and one Environmental Assessment/Finding of No Significant Impact (EA/FONSI) experience and twenty major NEPA documents. The Public Involvement Leader listed one EIS project that he worked on.</p>			
Resources availability and Workload Capacity	Assigned Rating	Adequate	
<p>It appears the PM and key team leaders have adequate availability for this project.</p>			
RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	CROY Engineering, LLC		
Experience and Qualifications	Assigned Rating	Marginal	
<p>The Project Manager (PM) lacked and did not list Environmental Impact Statement (EIS) level project experience. National Environmental Policy Act (NEPA) team lead listed no EIS experience. The Public Involvement lead listed two Environmental Impact Statement (EIS) level project experiences.</p>			
Resources availability and Workload Capacity	Assigned Rating	Adequate	
<p>It appears the PM and key team leaders have adequate availability for this project.</p>			
RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	Volkert, Inc.		
Experience and Qualifications	Assigned Rating	Good	
<p>The Project Manager (PM), Prime or key team leaders listed good design experience. Would have liked to have seen more Environmental Impact Statement (EIS) level project experience.</p>			
Resources availability and Workload Capacity	Assigned Rating	Good	
<p>It appears the PM and key team leaders have good availability for this project.</p>			

RFQ	RFQ 484-101713 - B1303 #7 - P#661950-	PHASE 1 SUMMARY COMMENTS FOR TOP SUBMITTALS	
Firm	CDM Smith Inc.		
Experience and Qualifications		Assigned Rating	Good
<p>The Project Manager (PM) listed good design and PM experience. Would have liked to have seen the National Environmental Policy Act (NEPA) Leader with more EIS level project experience. The Public Involvement lead listed one EIS level project experience.</p>			
Resources availability and Workload Capacity		Assigned Rating	Good
<p>It appears the PM and key team leaders have good availability for this project.</p>			

RFQ 484-101713 Projects 1, 2, 4, 5, 6 and 7, Engineering Design Services

Project #1	
Description	Bridge Replacement on CR131/Elliot Rd at Walnut Creek - .5 miles NE of McDonough
PI#	0011690
County	Henry

Shortlisted Firms
American Consulting Professionals, LLC
Arcadis U.S., Inc.
Atkins North America, Inc.
Gresham, Smith and Partners, LP
Jacobs Engineering Group Inc.
Kimley-Horn and Associates, Inc.

Project #2	
Description	Bridge Replacement on CR66/Blackhall Road at Rum, 3 miles SW of Stockbridge
PI#	0011691
County	Henry

Shortlisted Firms
Atkins North America, Inc.
CHA Consulting, Inc.
Reynolds, Smith and Hills, Inc.
Vaughn & Melton Consulting Engineers, Inc.

Project #4	
Description	SR31/US441 from North of CR272 to South of I-16 @ CR354
PI#	262027-
County	Laurens

Shortlisted Firms
Clark Patterson Engineers
Gresham, Smith and Partners, LP
Shaw Environment & Infrastructure Group
Stantec Consulting Services, Inc.
Wolverton & Associates, Inc.

Project #5	
Description	I-85 at SR138 Interchange
PI#	0007842
County	Fulton

Shortlisted Firms
American Engineers, Inc.
Heath & Lineback Engineers, Inc.
Parsons Brinckerhoff, Inc.
Thompson Engineering, Inc.

Project #6	
Description	Bridge Replacement on CR386/Fortson Road at Standing Boy Creek
PI#	0008600
County	Harris

Shortlisted Firms
Gresham, Smith and Partners, LP
Heath & Lineback Engineers, Inc.
Kimley-Horn and Associates, Inc.
Moreland Altobelli Associates, Inc.
Parsons Transportation Group, Inc.

Project #7	
Description	US 411 Relocation from SR3/US41 to I-75, including I-75 Interchange
PI#	661950-
County	Bartow

Shortlisted Firms
Adrian Collaborative, LLC
CDM Smith, Inc.
Jacobs Engineering Group, Inc.
Mulkey Engineers & Consultants
Volkert, Inc.

RFQ 484-101713 Projects 1, 2, 4, 5, 6 and 7, Engineering Design Services

Project #1	
Description	Bridge Replacement on CR131/Elliot Rd at Walnut Creek - .5 miles NE of McDonough
PI#	0011690
County	Henry

Shortlisted Firms
American Consulting Professionals, LLC
Arcadis U.S., Inc.
Atkins North America, Inc.
Gresham, Smith and Partners, LP
Jacobs Engineering Group Inc.
Kimley-Horn and Associates, Inc.

Project #2	
Description	Bridge Replacement on CR66/Blackhall Road at Rum, 3 miles SW of Stockbridge
PI#	0011691
County	Henry

Shortlisted Firms
Atkins North America, Inc.
CHA Consulting, Inc.
Reynolds, Smith and Hills, Inc.
Vaughn & Melton Consulting Engineers, Inc.

Project #4	
Description	SR31/US441 from North of CR272 to South of I-16 @ CR354
PI#	262027-
County	Laurens

Shortlisted Firms
Clark Patterson Engineers
Gresham, Smith and Partners, LP
Shaw Environment & Infrastructure Group
Stantec Consulting Services, Inc.
Wolverton & Associates, Inc.

Project #5	
Description	I-85 at SR138 Interchange
PI#	0007842
County	Fulton

Shortlisted Firms
American Engineers, Inc.
Heath & Lineback Engineers, Inc.
Parsons Brinckerhoff, Inc.
Thompson Engineering, Inc.

Project #6	
Description	Bridge Replacement on CR386/Fortson Road at Standing Boy Creek
PI#	0008600
County	Harris

Shortlisted Firms
Gresham, Smith and Partners, LP
Heath & Lineback Engineers, Inc.
Kimley-Horn and Associates, Inc.
Moreland Altobelli Associates, Inc.
Parsons Transportation Group, Inc.

Project #7	
Description	US 411 Relocation from SR3/US41 to I-75, including I-75 Interchange
PI#	661950-
County	Bartow

Shortlisted Firms
Adrian Collaborative, LLC
CDM Smith, Inc.
Jacobs Engineering Group, Inc.
Mulkey Engineers & Consultants
Volkert, Inc.



December 23, 2013

NOTICE TO SELECTED FINALISTS

To: Adrian Collaborative, LLC.; CDM Smith, Inc.; Jacobs Engineering Group, Inc.; Mulkey Engineers & Consultants and Volkert, Inc.

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

Re: RFQ-484-101713 – Engineering Design Services, PI# 661950-, Bartow County, Project 7

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-484-101713), page 8, VII. Instructions for Preparing Suitability and Past Performance Response – Phase II Response, A&B and page 10, IX. Instructions for Submittal for Phase II – Suitability and Past Performance Response, A-D for instructions to submit your package.** As a finalist, your firm is required to comply with the written instructions and remaining schedule below:

A. Technical Approach - 40%

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

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

1. Technical Approach to Managing the Project:
 - a. Provide any unique technical approaches your firm offers relative to faddressing anticipated design concepts, use of any alternative methods for delivery (if applicable), and/or management of the project.
 - b. Identify any unique challenges of the project and how your firm intends to mitigate these challenges, including quality control, quality assurance procedures.
2. Provide any specific qualifications, skills, knowledge of the project and project area which may uniquely benefit the firm and project.

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.	12/23/2013	-----
2. Deadline for submission of written questions from finalists (e-mail preferred)	12/31/2013	2:00 PM
3. GDOT Receives Submittals I, 2 & 3 for Phase II	01/06/2014	2:00 PM

The Department is making every effort to keep the commitment it made to the engineering consultant community to have the previous Batch selections announced prior to the release of the next Batch. With the next Batch scheduled for release on February 14, 2014, the scheduled due date of January 6, 2014 for Technical Proposals is critical to enable review, scoring and notification of selected and non-selected firms. With this in mind and with the streamlined format required, the Department is unlikely to consider an extension on the due date for technical proposals beyond January 6, 2014.

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 Mim
kmims@dot.ga.gov
404-631-1430

SUBMISSION & PRESCREENING CHECKLIST

SOLICITATION #:	RFQ 484-101713 - B1303 #7 - PI#0011690			
SOLICITATION TITLE:	Batch 3 - Engineering Design Services			
SOLICITATION DUE DATE:	January 6, 2014			
SOLICITATION TIME DUE:	2:00pm			
				Compliant with Page # Limitations
No.	Consultants	Date	Time	
1	Adrian Collaborative, LLC	1/6/2014	10:00 a.m.	
2	Volkert, Inc.	1/6/2014	11:55 a.m.	
3	CDM Smith, Inc.	1/6/2014	1:34 p.m.	
4	Jacobs Engineering Group Inc.	1/6/2014	9:30 a.m.	
5	Mulkey Engineers & Consultants	1/6/2014	1:00 p.m.	

GDOT SELECTION COMMITTEE SCORING AND OVERALL RANKING OF SUBMITTALS

Solicitation Title:	Batch 3 - Engineering Design Services	1	Adrian Collaborative, LLC
Solicitation #:	RFQ 484-101713 - B1303 #7 - PI#661950-	2	Jacobs Engineering Group Inc.
PHASE I AND PHASE II -Individual Committee Member Scoring and Overall Ranking based on Published Criteria		3	Volkert, Inc.

(This Page For GDOT Use)

SUBMITTING FIRMS	(RANKING)	
	Sum of	
	Total	Group
	Score	Ranking
Adrian Collaborative, LLC	775	1
Volkert, Inc.	650	3
CDM Smith, Inc.	500	5
Jacobs Engineering Group Inc.	675	2
Mulkey Engineers & Consultants	550	4

Evaluation Criteria →

Experience and Qualifications
Resource availability and Workload Capacity
Technical Approach - Suitability
Past Performance

SUBMITTING FIRMS	PHASE I		PHASE II		Group Scores and Ranking	
	200	300	400	100	Total Score	Ranking
Adrian Collaborative, LLC	Good	Good	Good	Excellent	775	1
Volkert, Inc.	Good	Good	Adequate	Good	650	3
CDM Smith, Inc.	Good	Good	Marginal	Marginal	500	5
Jacobs Engineering Group Inc.	Good	Adequate	Good	Good	675	2
Mulkey Engineers & Consultants	Good	Adequate	Adequate	Adequate	550	4
Maximum Points allowed =	200	300	400	100	1000	%

RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 2 SUMMARY COMMENTS	
Firm	Adrian Collaborative, LLC		
Suitability - Technical Approach	Assigned Rating	Good	
<p>The firm mentioned the community awareness. They will balance the environmental concerns as well as community awareness. They also will identify risks ahead of time. Understood the need to determine scoping with FHWA. They had a detailed Project Manager plan. Very good QC/QA examples given.</p>			
Past Performance	Assigned Rating	Excellent	
<p>Evidence from the Office of Environmental Services (OES) staff indicated they have a high level of past performance. Had knowledge of District 5 projects in which they were successful in their duties and responsibilities. Also, the evaluators were in agreement with comments given by the referenced project managers.</p>			
RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 2 SUMMARY COMMENTS	
Firm	Volkert, Inc.		
Suitability - Technical Approach	Assigned Rating	Adequate	
<p>The firm's technical approach was generic and there was not much project specific information. They were not clear nor concise with their environmental approach at the bottom of page 1 of their Phase II response. The specific qualifications of the firm and subconsultants also appeared generic. They appropriately identify the principle unique challenges of this project.</p>			
Past Performance	Assigned Rating	Good	
<p>Evidence from the Office of Environmental Services (OES) staff indicated they have a good level of past performance. Also, the evaluators agreed with the reference check comments.</p>			

RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 2 SUMMARY COMMENTS	
Firm	CDM Smith, Inc.		
Suitability -Technical Approach		Assigned Rating	Marginal
<p>Seems to have a marginal grasp of the project details. There was not a lot of uniqueness, the information given was very general. Did not have a plan as to how they will accomplish the "Public Outreach" aspect of this project. Specific qualifications and skills was lacking. Key personnel intended for their public involvement endeavors was unclear and actually questionable from a potentially bias perspective.</p>			
Past Performance		Assigned Rating	Marginal
<p>Evidence from the Office of Environmental Services (OES) staff indicated they have a marginal level of past performance. Also, the evaluators agreed with the reference check scores and comments.</p>			
RFQ	RFQ 484-101713 - B1303 #7 - PI#661950-	PHASE 2 SUMMARY COMMENTS	
Firm	Jacobs Engineering Group Inc.		
Suitability -Technical Approach		Assigned Rating	Good
<p>They clearly identified the project challenges. They explained how they are going to meet those challenges. Explained their unique skills and insight into the project as they were the successful team on the past project. They gave good insight into the need and purpose of alternative approaches.</p>			
Past Performance		Assigned Rating	Good
<p>Evidence from the Office of Environmental Services (OES) staff indicated they have a good level of past performance in quality of work; however, recent late submittals have jeopardized their performance. Also, the evaluators agreed with the reference check scores and comments.</p>			

RFQ	RFQ 484-101713 - B1303 #7 - Pl#661950-	PHASE 2 SUMMARY COMMENTS	
Firm	Mulkey Engineers & Consultants		
Suitability - Technical Approach		Assigned Rating	Adequate
<p>The firm demonstrated a good project management plan. They gave an adequate amount of insight into the unique challenges of the project, but some details were lacking. The specific knowledge of the project and project area was not clearly demonstrated.</p>			
Past Performance		Assigned Rating	Adequate
<p>Although the evaluators agreed with the reference check scores and comments, information from the Office of Environmental Services (OES) office indicated that three recent ecology deliverables were unsatisfactory.</p>			

Reference Check
RFQ-484-101313
Engineering Design Services, Project 7, P.I. No. 661950-

A. Questions (to be answered on 1-10 scale, 10 indicates best)

		Adrian Collaborative	CDM Smith, Inc.	Jacobs	Mulkey Engineering	Volkert, Inc.
1. Rate the firm's quality of leadership in PM for your project.	a	8	8	8	9	9
	b	9	3	9	8	9
		17	11	17	17	18
	section average	8.5	5.5	8.5	8.5	9
2. Rate the overall services of the firm's staff for the duration of the project.	a	10	8	8	9	8
	b	8	3	8	7	9
		18	11	16	16	17
	section average	9	5.5	8	8	8.5
3. Rate the firm's ability to meet the established project goals.	a	8	9.5	8	10	9
	b	9	3	10	7	9
		17	12.5	18	17	18
	section average	8.5	6.25	9	8.5	9
4. Rate the firm's technical assistance in program management.	a	7	8	8	10	9
	b	10	3	9	7	9
		17	11	17	17	18
	section average	8.5	5.5	8.5	8.5	9
5. Rate the overall success of the project thus far.	a	10	9	7	9	9
	b	8	3	9	6	9
		18	12	16	15	18
	section average	9	6	8	7.5	9
	Overall Average	8.7	5.75	8.4	8.2	8.9

Reference Check
RFQ-484-101713
Engineering Design Services, Project 7, P.I. No. 661950-

Reference Key and Comments –

RE: Adrian Collaborative

- a) **GDOT District 5, SR 67, Bulloch County** **SR 67 Widening EA/FONSI, P.I. 522460**
Contact: Rebecca Thigpen, GDOT, District 5, 912-427-5794
Comments: Enjoying working with the PM. The firm's customer service was excellent.
- b) **GDOT, District 5, Appling-Toombs Counties** **US 1 Bridge Replacement over Altamaha River**
Contact: Sharilyn Meyers, GDOT, OES, 404-631-1594
Comments: Very involved in project and have done a great job keeping up with all tasks.

RE: CDM Smith, Inc.

- a) **Coastal Regional Metro Planning Org.** **US-80, Chatham County**
Contact: Thomas L. Thomson, 912-651-1440
Comments: They did a really good job on US-80 project. The firm met the timeline for the freight study. Also, the transition time doing the CDM Smith takeover has been good and they are on a better footing.
- b) **GDOT, District 4 & District 6** **Task Order Services Contract for Environmental Work, Districts 4 & 6**
Contact: Dr. Michael Murdoch, GDOT, 404-631-1178
Comments: Performance was not acceptable.

RE: Jacobs Engineering Group, Inc.

- a) **GDOT/Bartow County** **Old Alabama Road Environmental Assessment/Finding of No Significant Impact**
Contact: Leonora Leigh, GDOT, 404-631-1918
Comments: Great firm to work with, Excellent Project Manager (PM - Pat Smeeton). PM was meticulous and would go way beyond the call of duty.
- b) **MARTA/Fulton, & Dekalb Co.** **I-20 East Alternatives Analysis (AA) Draft Environmental Impact Statement**
Contact: Janide Sidifall, 404-848-5828
Comments: Excellent job with the listed projects. One of the better consultants she has worked with in some years.

RE: Mulkey Engineering & Consultants

- a) **GDOT, Colquitt, Worth & Dougherty Co.** **SR 133 Improvements**
Contact: David Norwood, GDOT, 404-631-1523
Comments: Staff is very knowledgeable and professional.
- b) **GDOT, Fulton County** **Old Alabama Road Improvement**
Contact: Kimberly Nesbitt, GDOT, 404-631-1575
Comments: No Comments.

Reference Check
RFQ-484-101713
Engineering Design Services, Project 7, P.I. No. 661950-

RE: Volkert, Inc.

a) *City of Cleveland, TN*

Contact:

Comments:

Cleveland North Local Interstate Connector (LIC), Bradley County, TN

Brian Beck, P.E., 423-479-1913

Overall, they did a good job.

b) *GDOT, Catoosa County*

Contact:

Comments:

SR 2, Battlefield Parkway, Catoosa County

Nicoe Alexander, GDOT, 404-631-1384

The Project Manager (David McFarlin) was very responsive.

Reference Check
RFQ-484-101713
Engineering Design Services, Project 7, P.I. No. 661950-

Summary - Reference Score Overall Average

	<u>Out of 10</u>	/	<u>Out of 10%</u> (Criteria Weight)
1. Adrian Collaborative, Inc.	8.7		9
2. CDM Smith, Inc.	5.75		6
3. Jacobs Engineering Group, Inc.	8.4		8
4. Mulkey Engineers & Consultants	8.2		8
5. Volkert, Inc.	8.9		9

SAM Search Results

List of records matching your search for :

Search Term : adrian* collaborative* LLC*

Record Status: Active

No Search Results