

Washington State Department of Transportation (WSDOT)

2024 Air Mobility Aircraft Plan

Packet B



The Washington State Department of Transportation
Air Mobility Aircraft Plan

April 2, 2024

Woolpert recognizes Washington State Department of Transportation (WSDOT) and Washington State's need to develop a roadmap for integrating Advanced Air Mobility (AAM) into the state's transportation system and submit such a plan to the Office of Financial Management and Transportation Committees of the Legislature no later than June 1, 2025. This effort requires an understanding of current and future stages of AAM infrastructure needs and a partner who can help navigate this constantly evolving industry. The Woolpert team is built to best serve WSDOT.

Woolpert's expertise is comprised of former Federal Aviation Administration (FAA) staff, airspace and air traffic experts, former state Department of Transportation (DOT) leaders, experienced aviation planners, AAM policy subject matter experts, and researchers currently leading federal research and state planning initiatives. **The Woolpert team is leading the development of the FAA's vertiport design standards and the first wide-scale AAM planning initiatives.** Our team has helped other state DOTs develop and implement their AAM vision, including Florida, Georgia, Alaska, Virginia, and California. Our success is rooted in our comprehensive engagement history with many eVTOL OEMs and a detailed understanding of the AAM industry and aircraft capabilities.

Woolpert is committed to providing a high-quality plan and meeting WSDOT's MSVWBE utilization goal of 26%. We have teamed with the Aviation Planning Group, a certified OMWBE, SBE, and WBE in Washington State, to complement and enhance Woolpert's national expertise in aviation planning and local footprint on this project. **Together, our team leads the industry in preparing relevant and innovative statewide AAM strategic plans that use collaborative, forward-thinking approaches and aviation expertise to assist our clients.** As outlined in this proposal, we will deliver a creative, flexible, and phased plan that meets WSDOT objectives, aligns with FAA guidance, and anticipates the needs of a robust AAM system.

Woolpert is excited to provide this proposal for delivering an AAM Strategic Plan for WSDOT. Our in-depth understanding of both Washington aviation and the future state of AAM needs will be leveraged to support WSDOT's current and future vision.



Eric Risner
Vice President



Zach Shuman, CM
Project Manager

CONTRACTOR CERTIFICATION
EXECUTIVE ORDER 18-03 – WORKERS’ RIGHTS
WASHINGTON STATE GOODS & SERVICES CONTRACTS

Pursuant to the Washington State Governor’s Executive Order 18-03 (dated June 12, 2018), the Washington State Department of Transportaion is seeking to contract with qualified entities and business owners who certify that their employees are not, as a condition of employment, subject to mandatory individual arbitration clauses and class or collective action waivers.

Solicitation Title: 2024 Air Mobility Aircraft Plan

I hereby certify, on behalf of the firm identified below, as follows (check one):


NO MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES. This firm does NOT require its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

OR

MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES. This firm requires its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

I hereby certify, under penalty of perjury under the laws of the State of Washington, that the certifications herein are true and correct and that I am authorized to make these certifications on behalf of the firm listed herein.

FIRM NAME: Woolpert, Inc.
Name of Contractor/Bidder – Print full legal entity name of firm

By: 
Signature of authorized person

Eric Risner
Print Name of person making certifications for firm

Title: Vice President
Title of person signing certificate

Place: Denver, CO
Print city and state where signed

Date: 3/20/2024

CONTRACTOR CERTIFICATION
EXECUTIVE ORDER 18-03 – WORKERS’ RIGHTS
WASHINGTON STATE GOODS & SERVICES CONTRACTS

Pursuant to the Washington State Governor’s Executive Order 18-03 (dated June 12, 2018), the Washington State Department of Transportaion is seeking to contract with qualified entities and business owners who certify that their employees are not, as a condition of employment, subject to mandatory individual arbitration clauses and class or collective action waivers.

Solicitation Title: WSDOT AAM__

I hereby certify, on behalf of the firm identified below, as follows (check one):

NO MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES. This firm does NOT require its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

OR

MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES. This firm requires its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

I hereby certify, under penalty of perjury under the laws of the State of Washington, that the certifications herein are true and correct and that I am authorized to make these certifications on behalf of the firm listed herein.

FIRM NAME: The Aviation Planning Group LLC
Name of Contractor/Bidder – Print full legal entity name of firm

By: 
Signature of authorized person

Leah Whitfield
Print Name of person making certifications for firm

Title: President/CEM
Title of person signing certificate

Place: Portland OR
Print city and state where signed

Date: 3/19/24

**CONTRACTOR CERTIFICATION
WAGE LAW COMPLIANCE – RESPONSIBILITY CRITERIA
WASHINGTON STATE GOODS & SERVICES CONTRACTS**

Prior to awarding contracts, agencies are required to determine that bidder is 'responsible bidder.' See RCW 39.26.160(2) & (4). Pursuant to legislative enactment in 2017, the responsible bidder criteria include contractor certification that the contractor has not willfully violated Washington's wage laws. See Chapter 258, 2017 Laws (enacting SSB 5301).

Solicitation or Agreement Title: 2024 Air Mobility Aircraft Plan

Solicitation Posting Date or Agreement Start Date: Posted: February 15, 2024; Due: April 2, 2024

I hereby certify, under penalty of perjury under the laws of the State of Washington, that the below certification is true and correct and that I am authorized to make the following certification on behalf of the firm listed herein.

CERTIFICATION:

This firm has NOT been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in [RCW 49.48.082](#), any provision of RCW chapters [49.46](#), [49.48](#), or [49.52](#) within three (3) years prior to the date of the above-stated date.

FIRM NAME: Woolpert, Inc.
Name of Consultant/Contractor – Print full legal entity name of firm

By:  Eric Risner
Signature of authorized person Print Name of person making certifications for firm

Title: Vice President Place: Denver, CO
Title of person signing certificate Print city and state where signed

Date: 3/20/2024

Submittal Instructions:

- If submitting a proposal in response to a solicitation, a signed Certification Document for the Prime and all Subs must also be included in your proposal Packet B (see advertisement for additional requirements).
- If requesting to add a Sub to an existing agreement, submit the signed Certification Document to: ConsultantRates@wsdot.wa.gov.

**CONTRACTOR CERTIFICATION
WAGE LAW COMPLIANCE – RESPONSIBILITY CRITERIA
WASHINGTON STATE GOODS & SERVICES CONTRACTS**

Prior to awarding contracts, agencies are required to determine that bidder is 'responsible bidder.' See RCW 39.26.160(2) & (4). Pursuant to legislative enactment in 2017, the responsible bidder criteria include contractor certification that the contractor has not willfully violated Washington's wage laws. See Chapter 258, 2017 Laws (enacting SSB 5301).

Solicitation or Agreement Title: WSDOT AAM

Solicitation Posting Date or Agreement Start Date: 3/12/24

I hereby certify, under penalty of perjury under the laws of the State of Washington, that the below certification is true and correct and that I am authorized to make the following certification on behalf of the firm listed herein.

CERTIFICATION:

This firm has NOT been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in [RCW 49.48.082](#), any provision of RCW chapters [49.46](#), [49.48](#), or [49.52](#) within three (3) years prior to the date of the above-stated date.

FIRM NAME: The Aviation Planning Group LLC
Name of Consultant/Contractor – Print full legal entity name of firm

By:  Leah Whitfield
Signature of authorized person Print Name of person making certifications for firm

Title: President/CEM Place: Portland, OR
Title of person signing certificate Print city and state where signed

Date: 3/19/24

Submittal Instructions:

- If submitting a proposal in response to a solicitation, a signed Certification Document for the Prime and all Subs must also be included in your proposal Packet B (see advertisement for additional requirements).
- If requesting to add a Sub to an existing agreement, submit the signed Certification Document to: ConsultantRates@wsdot.wa.gov.

**Washington State
Department of Transportation**

**Performance Evaluation
Completed by Reference**

Consultant Name: Woolpert, Inc.
Consultant's Project Manager: Greg Dyer
Project Name to be Evaluated on: (Work must have been completed within the last 3 years or is currently being performed.) Aviation Infrastructure Gap Analysis

Type of Work:

Roadway Design
 Plans Specs & Estimates
 Transportation Study
 Right-of-Way
 Other

Contract Information: (Work must have been completed within the last 3 years or is currently being performed.)

	Start Date	End Date	Dollar Amount of Services
<input checked="" type="checkbox"/> Prime	10/26/22	06/30/24	120,000.00
<input type="checkbox"/> Sub			

Performance Evaluation	
Rating Criteria	Score
Please rate each criteria on a scale of 1 to 10. 1 being low and 10 being high.	1 - Low to 10 - High
1. Was the firm cooperative and responsive during any negotiations whether they were budget related or work element related?	10
2. Did the firm complete the project within the total budgeted amount?	10
3. Did the firm complete the project within the contract schedule(s)?	10
4. Did the firm meet all of your technical standards and quality expectations?	10!!
5. Was the firm's communication, both oral and written, clear and concise?	10
6. Was the firm's project management system effective?	10
Total Score	60 0.00
(Total the score by adding the scores for criterias 1 through 6.)	
Average Score	10 0.00
(Average the score by dividing the total score by the total number of criteria that was rated.)	

Evaluator Information:		
Firm/Company Name: Alaska Department of Transportation & Public Facilities		
Evaluator's Name: Rebecca Douglas	Evaluator's Title: Aviation Planning Chief	
Firm/Company Address: 4111 Aviation Avenue, Anchorage AK 99519		
Phone: 907-269-0728	Fax:	Date: 3/27/24

Distribution: Original: Return to Consultant being evaluated; and
 Copy: Fax to WSDOT at 360-705-6838 or email to wsdotcso@wsdot.wa.gov

**Washington State
Department of Transportation**

**Performance Evaluation
Completed by Reference**

Consultant Name: Woolpert, Inc.
Consultant's Project Manager: Zachary Shuman
Project Name to be Evaluated on: (Work must have been completed within the last 3 years or is currently being performed.) Florida DOT AAM Study

Type of Work:

Roadway Design
 Plans Specs & Estimates
 Transportation Study
 Right-of-Way
 Other

Contract Information: (Work must have been completed within the last 3 years or is currently being performed.)

	Start Date	End Date	Dollar Amount of Services
<input type="checkbox"/> Prime	05/19/21	08/12/23	1,074,259.99
<input checked="" type="checkbox"/> Sub			

Performance Evaluation	
Rating Criteria	Score
Please rate each criteria on a scale of 1 to 10. 1 being low and 10 being high.	1 - Low to 10 - High
1. Was the firm cooperative and responsive during any negotiations whether they were budget related or work element related?	10.00
2. Did the firm complete the project within the total budgeted amount?	10.00
3. Did the firm complete the project within the contract schedule(s)?	10.00
4. Did the firm meet all of your technical standards and quality expectations?	10.00
5. Was the firm's communication, both oral and written, clear and concise?	10.00
6. Was the firm's project management system effective?	10.00
Total Score (Total the score by adding the scores for criterias 1 through 6.)	60.00
Average Score (Average the score by dividing the total score by the total number of criteria that was rated.)	10.00

Evaluator Information:		
Firm/Company Name: Environmental Science Associates, Inc.		
Evaluator's Name: Douglas DiCarlo	Evaluator's Title: Aviation Program Manager	
Firm/Company Address: 5404 Cypress Center Drive, Suite 125, Tampa, FL 33609		
Phone: (727) 200-7326	Fax:	Date: 03/13/24

Distribution: Original: Return to Consultant being evaluated; and
 Copy: Fax to WSDOT at 360-705-6838 or email to wsdotcso@wsdot.wa.gov

**Washington State
Department of Transportation**

**Performance Evaluation
Completed by Reference**

Consultant Name: Woolpert, Inc.
Consultant's Project Manager: Jeff Borowiec, Ph.D., C.M.
Project Name to be Evaluated on: (Work must have been completed within the last 3 years or is currently being performed.) Georgia Department of Transportation Advanced Air Mobility Study

Type of Work:

Roadway Design
 Plans Specs & Estimates
 Transportation Study
 Right-of-Way
 Other

Contract Information: (Work must have been completed within the last 3 years or is currently being performed.)

	Start Date	End Date	Dollar Amount of Services
<input checked="" type="checkbox"/> Prime	03/08/23	06/21/24	432,000.00
<input type="checkbox"/> Sub			

Performance Evaluation	
Rating Criteria	Score
Please rate each criteria on a scale of 1 to 10. 1 being low and 10 being high.	1 - Low to 10 - High
1. Was the firm cooperative and responsive during any negotiations whether they were budget related or work element related?	10.00
2. Did the firm complete the project within the total budgeted amount?	10.00
3. Did the firm complete the project within the contract schedule(s)?	10.00
4. Did the firm meet all of your technical standards and quality expectations?	8.00
5. Was the firm's communication, both oral and written, clear and concise?	10.00
6. Was the firm's project management system effective?	9.00
Total Score	57.00
(Total the score by adding the scores for criterias 1 through 6.)	
Average Score	9.50
(Average the score by dividing the total score by the total number of criteria that was rated.)	

Evaluator Information:		
Firm/Company Name: Georgia Department of Transportation		
Evaluator's Name: Matthew Coffelt, C.M., ACE	Evaluator's Title: AAM/UAS Development Mgr. (PM)	
Firm/Company Address: 600 West Peachtree St. NW, Atlanta, GA		
Phone: (770) 316-7935	Fax:	Date: 03/26/24

Distribution: Original: Return to Consultant being evaluated; and
 Copy: Fax to WSDOT at 360-705-6838 or email to wsdotco@wsdot.wa.gov

Consultant Information Form

Firm Name: Woolpert, Inc.		FYE Date: 12/31/2024	Number of Employees: 2092
Address: 720 S. Colorado Boulevard, Suite 1200-S			
City: Glendale	State: CO	Zip Code: 80246	County: Arapahoe
Phone: 303.524.3030	Fax: 937.461.0743	Company Web Site: www.woolpert.com	
Remit to Address: P.O. Box 714874			
City: Cincinnati	State: OH	Zip Code: 45271-4874	County: Hamilton
Phone: 937.461.5660		Fax: 937.461.0743	
Statewide Vendor Number (SWV) for Remit to Address: To be determined		Federal Tax ID Number or Social Security Number: 20-1391406	
Unified Business Identifier Number (UBI): 602-454-945		Date Universal Numbering System (DUNS) Number: 008929457	
Year Firm Established: 1911	UDBE/SBE/MSVWBE Certification Number:. N/A	NAICS Code & Code Name: 541330	
Proposed Project Manager: Zach Shuman		Email: zach.shuman@woolpert.com	
Financial Contact: Megan Todd, accounting manager		Email: megan.todd@woolpert.com	

Firm Type:

Sole Proprietor
 Partnership
 C – Corp.
 Limited Partnership
 Subchapter S Corp.
 Limited Liability Company

Annual Gross Receipt:

\$0 to \$1 Million
 \$1 Million to \$5 Million
 \$5 Million to \$10 Million
 \$10 Million to \$15 Million
 Over \$15 Million

Note:

Firm Name: Please do not use: dba's – doing business as; combination names when two firms are working together, unless the combination name is the formation of a legally registered new company such as a joint venture; derivatives of your legal name; acronyms; etc. The firm name shown must be your firm's legal name.

Federal Tax ID Number: Your Federal Tax ID number must be that number registered to your legal firm name. If you do not have a Federal Tax ID number, please use your social security number.

Unified Business Identifier (UBI) Number: Your firm will be **REQUIRED** to acquire a UBI Number prior to execution of an agreement and/or being approved as a Sub-consultant to an existing agreement. This is a Washington State Business license and can be acquired by contacting the Washington State Department of Revenue web site at www.dor.wa.gov

Statewide Vendor (SWV) Number: The Statewide Vendor (SWV) Number is **REQUIRED** for vendors to receive payments. If your firm doesn't already have an SWV number, your firm will be required to acquire a SWV number prior to execution of an agreement. For additional information, please visit the Office of Financial Management (OFM) at <https://www.ofm.wa.gov/it-systems/accounting-systems/statewide-vendorpayee-services>

FYE Date: Your firm's fiscal year end date.

UDBE/SBE/MSVWBE Certification: If your firm is certified as a UDBE/SBE/MSVWBE enter your firm's certification number. Federal Certifications: Underutilized Disadvantaged Business Enterprise (UDBE), Small Business Enterprise (SBE). State Certifications: Minority, Small, Veteran, Women Business Enterprise. For additional information go to the Washington State Office of Minority & Women's Business Enterprises web site at www.omwbe.wa.gov

It is critical that your firm name is your legal firm name and that it is the same name assigned to your Federal Tax ID number and is the same name utilized for your SWV number.

Consultant Information Form

Firm Name: The Aviation Planning Group LLC		FYE Date: 12/31/24	Number of Employees: 16
Address: 7694 W Quarto Ave			
City: Littleton	State: CO	Zip Code: 80128	County: Jefferson
Phone: 720-441-4623	Fax: NA	Company Web Site: theaviationplanninggroup.com	
Remit to Address: 6 Division Court			
City: Lemont	State: IL	Zip Code: 60439	County: Cook
Phone: 720-441-4623		Fax: NA	
Statewide Vendor Number (SWV) for Remit to Address: SWV0317935-00		Federal Tax ID Number or Social Security Number: 844339523	
Unified Business Identifier Number (UBI): 604546264		Date Universal Numbering System (DUNS) Number: 071598397	
Year Firm Established: 2020	UDBE/SBE/MSVWBE Certification Number: : WBE W2F0026939	NAICS Code & Code Name: 541611 Consulting	
Proposed Project Manager: Leah Whitfield		Email: leah@theaviationplanninggroup.com	
Financial Contact: Leah Whitfield		Email: leah@theaviationplanninggroup.com	

Firm Type:

- Sole Proprietor
 Partnership
 C – Corp.
 Limited Partnership
 Subchapter S Corp.
 Limited Liability Company

Annual Gross Receipt:

- \$0 to \$1 Million
 \$1 Million to \$5 Million
 \$5 Million to \$10 Million
 \$10 Million to \$15 Million
 Over \$15 Million

Note:

Firm Name: Please *do not* use: dba’s – doing business as; combination names when two firms are working together, unless the combination name is the formation of a legally registered new company such as a joint venture; derivatives of your legal name; acronyms; etc. The firm name shown must be your firm’s legal name.

Federal Tax ID Number: Your Federal Tax ID number must be that number registered to your legal firm name. If you do not have a Federal Tax ID number, please use your social security number.

Unified Business Identifier (UBI) Number: Your firm will be **REQUIRED** to acquire a UBI Number prior to execution of an agreement and/or being approved as a Sub-consultant to an existing agreement. This is a Washington State Business license and can be acquired by contacting the Washington State Department of Revenue web site at www.dor.wa.gov

Statewide Vendor (SWV) Number: The Statewide Vendor (SWV) Number is **REQUIRED** for vendors to receive payments. If your firm doesn’t already have an SWV number, your firm will be required to acquire a SWV number prior to execution of an agreement. For additional information, please visit the Office of Financial Management (OFM) at <https://www.ofm.wa.gov/it-systems/accounting-systems/statewide-vendorpayee-services>

FYE Date: Your firm’s fiscal year end date.

UDBE/SBE/MSVWBE Certification: If your firm is certified as a UDBE/SBE/MSVWBE enter your firm’s certification number. Federal Certifications: Underutilized Disadvantaged Business Enterprise (UDBE), Small Business Enterprise (SBE). State Certifications: Minority, Small, Veteran, Women Business Enterprise. For additional information go to the Washington State Office of Minority & Women’s Business Enterprises web site at www.omwbe.wa.gov

It is critical that your firm name is your legal firm name and that it is the same name assigned to your Federal Tax ID number and is the same name utilized for your SWV number.