

PACKET B

Freight Mobility Strategic Investment Board **Six-Year Plan Preparation**



Prepared by:

TRANPO GROUP
12131 113th Ave NE,
Ste 203
Kirkland, WA 98034
425.821.3665

LETTER OF TRANSMITTAL

March 25, 2024

SUBJECT: FMSIB Six-Year Plan Preparation

Dear Selection Committee:

Transpo Group USA, Inc. (Transpo) is pleased to submit our statement of qualifications to provide services for the FMSIB Six-Year Plan Preparation. Our firm has excellent qualifications and the commitment to provide the FMSIB with the consulting services to complete this important prioritization effort for the State Legislature. The team was specifically assembled to bring together the needed expertise to provide the FMSIB with background and knowledge, and a proven ability to manage a prioritization exercise and develop a six-year program report that will involve the input of a range of stakeholders across the State.

I will be your project manager and will work closely and collaboratively with the FMSIB staff and board members to guide the project work program, recommendations, and plan deliverables. The team and approach to delivering the plan are based upon a collaborative and engaging process with the FMSIB Board, staff, and stakeholders. I had the opportunity to lead the development of a similar report to the Legislature for FMSIB in 2018 regarding the prioritization of rail crossing improvements across the State. I have also been assisting other freight providers in advancing freight priorities, programs, and projects. I have been managing transportation services contracts for the Port of Seattle, Port of Tacoma, and Northwest Seaport Alliance over the last 6+ years, with tasks that have helped advance policies, programs, and projects that improve freight mobility in the region. I recently completed a project for the Port of Tacoma to help identify their next step of freight project priorities by developing a multi-criteria based decision-making process to help understand the cost-benefit of a range of infrastructure investments.

Our team provides FMSIB with the following benefits:

- ▶ **Accomplished Project Manager.** I have managed dozens of complex policy and planning studies for public agencies, with direct experience working for FMSIB on a similar effort.
- ▶ **Relevant Experience.** Transpo has a range of experience working to develop and present recommendations to the State Legislature and other legislative bodies. We managed the Joint Transportation Committee's Road-Rail Conflict Study, engaged with Senator Cantwell's office to develop a similar program as part of the Federal Infrastructure Package, and assisted FMSIB in prioritizing rail crossing improvements across the state.
- ▶ **Capacity and Commitment.** Myself and our key team members assigned to the project have good availability and are committed to successful delivery of the plan for FMSIB.
- ▶ **Freight Relationships.** Having led several statewide and regional freight planning projects over the years, we know many of the stakeholders such as MPOs, RTPOs, Ports, freight providers, and local agencies.

We look forward to working closely with FMSIB on this important effort, and are available to answer any questions you have on our qualification materials.

Sincerely,



Jon Pascal, PE, Project Manager
425.821.3665, jon.pascal@transpogroup.com

CONSULTANT INFORMATION FORM



Consultant Information Form

Firm Name: Transpo Group USA, Inc.		FYE Date: 12/31	Number of Employees: 75
Address: 12131 113th Ave NE, Ste. 203			
City: Kirkland	State: WA	Zip Code: 98034	County: King
Phone: 425-821-3665	Fax:	Company Web Site: www.transpogroup.com	
Remit to Address: SAME AS ABOVE			
City:	State:	Zip Code:	County:
Phone:	Fax:		
Statewide Vendor Number (SWV) for Remit to Address: 0170501-00		Federal Tax ID Number or Social Security Number: 46-1523472	
Unified Business Identifier Number (UBI): 603 258 009		Date Universal Numbering System (DUNS) Number: 079240015	
Year Firm Established: 1975	UDBE/SBE/MSVWBE Certification Number:: N/A	NAICS Code & Code Name: 541-900	
Proposed Project Manager: Jon Pascal		Email: jon.pascal@transpogroup.com	
Financial Contact: Anissa Corea		Email: anissa.corea@transpogroup.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.

6. CONTRACTOR CERTIFICATION - WORKERS' RIGHTS

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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: FMSIB Six-Year Plan Preparation

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: Transpo Group USA, Inc.
Name of Contractor/Bidder – Print full legal entity name of firm

By: 
Signature of authorized person

Jon Pascal, PE
Print Name of person making certifications for firm

Title: Project Manager
Title of person signing certificate

Place: Kirkland, WA
Print city and state where signed

Date: March 22, 2024

7. WAGE THEFT PREVENTION CONTRACTOR CERTIFICATION – PROFESSIONAL SERVICES

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

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

Solicitation or Agreement Title: FMSIB Six-Year Plan Preparation

Solicitation Posting Date or Agreement Start Date: Posted February 8, 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: Transpo Group USA, Inc.
Name of Consultant/Contractor – Print full legal entity name of firm

By:  Jon Pascal, PE
Signature of authorized person Print Name of person making certifications for firm

Title: Project Manager Place: Kirkland, WA
Title of person signing certificate Print city and state where signed

Date: March 22, 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.

8. REFERENCES/PAST PERFORMANCES



**Washington State
Department of Transportation**

**Performance Evaluation
Completed by Reference**

Consultant Name: The Transpo Group
Consultant's Project Manager: Jon Pascal
Project Name to be Evaluated on: (Work must have been completed within the last 3 years or is currently being performed.) Martimie Env Rvw & Permitting IDIQ: Regional Transpo Issues Support

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	11/09/22	11/09/24	31388.39
<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
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
(Total the score by adding the scores for criterias 1 through 6.)	
Average Score	10
(Average the score by dividing the total score by the total number of criteria that was rated.)	

Evaluator Information:		
Firm/Company Name: Port of Seattle		
Evaluator's Name: Geraldine Poor	Evaluator's Title: Regional Transpo Sr Mgr	
Firm/Company Address: PO Box 1209, Seattle WA, 98111		
Phone: 206-390-9047	Fax:	Date: 3/22/24

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: <p style="text-align: center;">Transpo Group USA, Inc</p>
Consultant's Project Manager: <p style="text-align: center;">Jon Pascal</p>
Project Name to be Evaluated on: (Work must have been completed within the last 3 years or is currently being performed.) <p style="text-align: center;">Allen Street Corridor Study</p>

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	11/28/22	06/30/24	449,933.25
<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)?	9.00
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?	9.00
Total Score	58.00
(Total the score by adding the scores for criterias 1 through 6.)	
Average Score	9.67
(Average the score by dividing the total score by the total number of criteria that was rated.)	

Evaluator Information:		
Firm/Company Name: <p style="text-align: center;">City of Kelso</p>		
Evaluator's Name: <p style="text-align: center;">Michael Kardas</p>	Evaluator's Title: <p style="text-align: center;">Community Development Director</p>	
Firm/Company Address: <p style="text-align: center;">PO Box 819, Kelso WA 98626</p>		
Phone: 747-8454	Fax: 999-9999	Date: 3/19/24

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: Transpo Group USA, Inc
Consultant's Project Manager: Jon Pascal
Project Name to be Evaluated on: (Work must have been completed within the last 3 years or is currently being performed.) I-5 Skagit Transportation Study (STS)

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.)

<input checked="" type="checkbox"/>	Prime	Start Date 03/22/24	End Date 03/22/24	Dollar Amount of Services 219,224.00
<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 |
| <hr style="border: 1px solid black;"/> | |
| 2. Did the firm complete the project within the total budgeted amount? | 10.00 |
| <hr style="border: 1px solid black;"/> | |
| 3. Did the firm complete the project within the contract schedule(s)? | 10.00 |
| <hr style="border: 1px solid black;"/> | |
| 4. Did the firm meet all of your technical standards and quality expectations? | 9.00 |
| <hr style="border: 1px solid black;"/> | |
| 5. Was the firm's communication, both oral and written, clear and concise? | 9.00 |
| <hr style="border: 1px solid black;"/> | |
| 6. Was the firm's project management system effective? | 9.00 |
| <hr style="border: 1px solid black;"/> | |

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: Washington State Department of Transportation		
Evaluator's Name: John Shambaugh	Evaluator's Title: Transportation Planning Manager	
Firm/Company Address: 1019 Andis Road		
Phone: (360) 757-5981	Fax:	Date: 03/22/20

**Washington State
Department of Transportation**

**Performance Evaluation
Completed by Reference**

Consultant Name: Transpo Group USA, Inc.
Consultant's Project Manager: Jon Pascal, PE
Project Name to be Evaluated on: (Work must have been completed within the last 3 years or is currently being performed.) Meridian Avenue (SR 161) Corridor 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	7/2022	6/2024	\$198,286
<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?	9
2. Did the firm complete the project within the total budgeted amount?	8
3. Did the firm complete the project within the contract schedule(s)?	8
4. Did the firm meet all of your technical standards and quality expectations?	9
5. Was the firm's communication, both oral and written, clear and concise?	9
6. Was the firm's project management system effective?	8
Total Score (Total the score by adding the scores for criterias 1 through 6.)	51 0.00
Average Score (Average the score by dividing the total score by the total number of criteria that was rated.)	8.5 0.00

Evaluator Information:		
Firm/Company Name: CITY OF EDGEWOOD		
Evaluator's Name: JEREMY METZGER	Evaluator's Title: PUBLIC WORKS DIRECTOR	
Firm/Company Address: 2224 104TH AVE E, EDGEWOOD, WA 98372		
Phone: 253 952 3299	Fax: N/A	Date: 3/19/2024

9. COST FACTORS

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Proposed Billing Rates

Date: March 22, 2024

Company Name: Transpo Group USA, Inc.

Address: 12131 113th Ave NE, Ste. 203

City / State / Zip: Kirkland, WA, 98034

Subject: Proposed Labor Classifications and Hourly Billing Rates for FMSIB Six-Year Plan Preparation

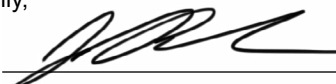
Attention: Manager, Contract Services Office

Below are the highest anticipated hourly billing rates for the identified labor classifications.

Labor Classification	All Inclusive Billing Rate
Engineer/Planner/Analyst/Principal/Director - Level 7	\$355
Engineer/Planner/Analyst/Assoc Prin/Proj Adm - Level 6	\$275
Engineer/Planner/Analyst/Tech/Proj Adm - Level 5	\$255
Engineer/Planner/Analyst/Tech/Proj Adm - Level 4	\$210
Engineer/Planner/Analyst/Tech/Proj Adm - Level 3	\$180
Engineer/Planner/Analyst/Tech/Proj Adm - Level 2	\$160
Engineer/Planner/Analyst/Tech/Proj Adm - Level 1	\$145

Note: Proposed Billing Rates, as submitted, shall be reviewed, accepted, and incorporated as an exhibit to the agreement. The Proposed Billing Rates shall be effective throughout the life of the agreement in accordance with the agreement payment provision.

Respectfully,

Signature 

Title Project Manager, Managing Principal