



Statement of Qualifications

Washington State Department of Transportation
Geotechnical Engineering & Project Delivery (Area 2)

Packet B

March 13, 2024

17425 NE Union Hill Road, Suite 250
Redmond, Washington 98052

Telephone: 425.861.6000
www.geoengineers.com

Contact: Daniel J. Campbell, PE
dcampbell@geoengineers.com

March 13, 2024

Washington State Department of Transportation
1655 South 2nd Avenue SW
Tumwater, Washington 98512

Attention: Consultant Services Office

**Subject: Statement of Qualifications to provide Geotechnical Engineering
& Project Delivery (Area 2)**

GeoEngineers is pleased to have had the opportunity to provide WSDOT with consulting services on 599 projects over the last four decades. This experience not only allowed us to acquire a deep understanding of WSDOT procedures and expectations, but it also contributed to the high degree of confidence and trust that we developed among WSDOT staff in multiple offices. In anticipation of continuing this professional relationship, we are submitting our qualifications for WSDOT's Geotechnical Engineering & Project Delivery Contract for Area 2.

We are uniquely qualified to provide the services you need because of our:

- **Demonstrated excellent performance.** In the last 15 years, GeoEngineers has successfully delivered over 104 diverse WSDOT projects and task orders for geotechnical services across the state. Through these experiences, we have gained an intimate knowledge of WSDOT and AASHTO standards and design guidelines.
- **Team member expertise.** Led by Dan Campbell, a Senior Principal Geotechnical Engineer and WSDOT-experienced engineers on our geotechnical team, our geotechnical staff across the state have the knowledge and experience to fulfill your needs in Area 2. We have a unique and strong understanding of WSDOT's geotechnical design requirements through our continual use of and involvement in drafting the initial Geotechnical Design Manual.
- **Understanding of your organization.** GeoEngineers has a strong working knowledge of the WSDOT organization and procedures through more than a decade of on-call geotechnical consulting support to WSDOT and geotechnical leadership on 17 design-build projects. We understand how to work with you and your administrative and billing departments, and we are committed to being ahead of the curve to prepare design documents that meet your needs for all project delivery methods. We also understand WSDOT's DBE goals and commit to utilizing DBE firms when appropriate for tasks on this contract.
- **Local knowledge.** Developed through nearly 45 years of business and nearly 40,000 projects completed in Washington, our extensive knowledge of local conditions and practices allows us to support WSDOT in a way that brings confidence, collaboration, and innovation to any transportation-related project, regardless of size.

- **Area-wide coverage.** GeoEngineers can provide complete coverage of Area 2 (and the rest of the state) with a large geotechnical workforce, which translates to a high degree of flexibility and responsiveness. We host the largest local geotechnical engineering group of any consultant in the state and can support this contract, as necessary, from any of our different offices serving this area—including Seattle, Redmond, Bellingham, Kennewick, and Spokane, drawing on more than 55 geotechnical staff and more than 175 total personnel in Area 2.
- **Ability to act as an extension of your staff.** Our experience and familiarity of working with and for WSDOT allows us to serve as a seamless extension of WSDOT's strong internal geotechnical group. We have worked with and for almost all your geotechnical staff at one point or another and have developed mutually respectful and cooperative working relationships.

As a leader within GeoEngineers' geotechnical group and with considerable experience managing other large contracts, I will serve as your primary point of contact for this agreement. I am personally committed to providing excellent client service to WSDOT, and I am backed by the strength of GeoEngineers' geotechnical group. We thank you for this opportunity and sincerely look forward to helping you develop the transportation projects so vital to this region.

Sincerely,

GeoEngineers, Inc.



Daniel J. Campbell, PE

Senior Principal Geotechnical Engineer

dcampbell@geoengineers.com

425.861.6094

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: Geotechnical Engineering & Project Delivery (Area 2)

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

By: 
Signature of authorized person

Daniel J. Campbell, PE
Print Name of person making certifications for firm

Title: Senior Principal Geotechnical Engineer
Title of person signing certificate

Place: Redmond, Washington
Print city and state where signed

Date: March 13, 2024

Criteria 5: References/Past Performances

GeoEngineers has a long track record of positive project outcomes on geotechnical engineering projects associated with infrastructure improvements. We also have successfully completed multiple task orders for WSDOT in the past three years.

We would like to emphasize our work on the following relevant projects for this contract. Performance evaluation forms are provided beginning on the next page.

EVALUATION NO.	PROJECT/CONTRACT NAME	REVIEWER
1	Southwest Region Services Contract (Y-12540)	Luke Assink (WSDOT)
2	I-405 Brickyard to SR 527 Improvement	Ryan Abraham (AECOM)
3	I-5 and SR 11 Padden Creek Fish Passage	Trevor Lighty (KPFF)



Consultant Name GeoEngineers, Inc.		Evaluation Type <input checked="" type="checkbox"/> Interim <input type="checkbox"/> Subconsultant <input type="checkbox"/> Final	
Project Title Southwest Region Services Contract			
Consultant Address 554 W Bakerview Rd Bellingham, WA 98225		Agreement Number Y-12540	
Type of Work <input type="checkbox"/> Study <input checked="" type="checkbox"/> Design <input type="checkbox"/> R/W <input type="checkbox"/> PS&E <input type="checkbox"/> Other (Specify Below): Click or tap here to enter text.		Type of Agreement <input type="checkbox"/> Lump Sum <input type="checkbox"/> Hourly Rate <input checked="" type="checkbox"/> Cost Plus Fixed Fee <input type="checkbox"/> Other	
Complexity of Work <input checked="" type="checkbox"/> Difficult <input type="checkbox"/> Routine	Date Agreement Approved 10/8/2021		
Amount of Original Agreement \$ 980,950.00	Total Amount Modifications \$ 579,208.87	Total Amount Agreement \$ 1,560,158.87	
Completion Date Including Extensions 12/31/2024	Actual Completion Date In progress	Actual Total Paid \$ in progress	
Type and Extent of Subcontracting Staff augmentation by subconsultants providing hydraulic design services in support of GeoEngineers hydraulic design services. Subconsultants include: EES (voluntary DBE), Sustainable Streams and PACE. Total subconsultant services approximately 50% of billed services to date.			

Performance Rating Scale (From Average Score Below)				
S Superior	AR Above Std.	MR Meets Std.	BR Below Std.	P Poor
Standard Criteria	Comments (Justify Above & Below Ratings)		Rating	
1. Negotiations Cooperative and responsive Adhered to WSDOT guidelines on fee. Met negotiation schedule. Open and honest communications. Willingness to negotiate in good faith	Click or tap here to enter text.		MR	
2. Cost / Budget Finished within agreed budget, including all supplements Appropriate level of effort (Cost commensurate with work) Reasonable direct, non-salary expenses (Approx. xx% -yy%)	Click or tap here to enter text.		MR	
3. Schedule Complete within agreement schedule including supplements. Achieved schedule (Including all supplements). Prompt response to review comments Adapted to changes by WSDOT Notified WSDOT early regarding schedule issues	GeoEngineers is very prompt with comment responses. They have also been quick to notify WSDOT of any schedule issues that arise, but overall schedule issues has been very infrequent. They do a great job of adapting to changes made by WSDOT, which are always happening with fish passage projects.		AR	
4. Technical Quality Work products meet WSDOT design policy & standards Performed appropriate quality control and assurance Responds to review comments in subsequent submission Pursued innovative design solutions Delivered "compatible" electronic files Implemented principles of practical design	GeoEngineers always provide a high quality product and really puts thought into the designs they submit. In design discussions with this team it is very obvious they have a high level of expertise and always submit reports and modeling files that are clear and easy to understand. I'm always happy when a project I'm managing is assigned to this team because I know the technical quality will be excellent.		S	

<p>5. Communications Clear and concise communication (Oral, written, drawings). Demonstrates an understanding of oral and written instructions Communicated at intervals appropriate for continual progress</p>	<p>The GeoEngineers team is always easy to communicate with and puts together great reports and drawings to use in communication with outside agencies. They are also quick to ask questions when necessary and regularly update WSDOT on project progress.</p>	<p>AR</p>
<p>6. Management Provided creative cost control measures Submitted appropriate, periodic, accurate progress reports Accurate and timely invoicing Conducted meetings efficiently Limited the number of consultant-initiated contract modifications / supplements Collaborated effectively with WSDOT Responsive Managed subconsultants effectively</p>	<p>GeoEngineers has gone above and beyond in facilitating meetings both with WSDOT and outside agencies when necessary. They have taken the lead on multiple interactions with WDFW and Tribal stakeholders and always lead effective conversations that lead to solid action items. They represent WSDOT in a professional and technically savvy manner while also maintaining and often strengthening existing relationships with fish passage comanagers.</p>	<p>S</p>
<p>7. Other Criteria (As agreed)</p>	<p>Click or tap here to enter text.</p>	<p>Click or tap here to enter text.</p>
<p>Overall Rating</p>	<p>The GeoEngineers team has been great to work with, I always appreciate the quality of the products they produce and the amount of thought they put into their designs. Their staff is always on top of the latest design practices and know what they are doing. They also take the lead in discussions with permitting agencies in a manner that is professional and encompasses the needs of all parties.</p>	<p>S</p>

<p>Rated By (Project Manager Name and Title) Luke Assink, Hydraulic and Floodplain Design Manager</p>	<p>Project Manager Signature </p>	<p>Date 3/13/2024</p>
<p>Rated By (Area Consultant Liaison Name and Title) Click or tap here to enter text.</p>	<p>Area Consultant Liaison Signature</p>	<p>Date Click or tap to enter a date.</p>
<p>Executive Review (Name and Title) Click or tap here to enter text.</p>	<p>Executive Signature</p>	<p>Date Click or tap to enter a date.</p>



Consultant Name GeoEngineers, Inc.		Evaluation Type <input type="checkbox"/> Interim <input checked="" type="checkbox"/> Subconsultant <input type="checkbox"/> Final	
Consultant Address 17425 NE Union Hill Road, #250, Redmond, WA 98052		Project Title I-405 Brickyard to SR527	
Type of Work <input type="checkbox"/> Study <input checked="" type="checkbox"/> Design <input type="checkbox"/> R/W <input type="checkbox"/> PS&E <input type="checkbox"/> Other (Specify Below):		Agreement Number -na-	
Complexity of Work <input checked="" type="checkbox"/> Difficult <input type="checkbox"/> Routine		Date Agreement Approved -na-	
Amount of Original Agreement \$ -na-		Total Amount Modifications \$ -na-	
Completion Date Including Extensions -na-		Actual Completion Date -na-	
Total Amount Agreement \$ -na-		Actual Total Paid \$ -na-	
Type and Extent of Subcontracting GeoEngineers is a part of the design team primed by AECOM for the I-405 Brickyard to SR522 Design-Build Project. They are the lead geotechnical firm for the whole project and are supported by Brierley Associates and Terracon.			

Performance Rating Scale (From Average Score Below)			
S Superior	AR Above Std.	MR Meets Std.	BR Below Std.
P Poor			
Standard Criteria	Comments (Justify Above & Below Ratings)		Rating
1. Negotiations Cooperative and responsive Adhered to WSDOT guidelines on fee. Met negotiation schedule. Open and honest communications. Willingness to negotiate in good faith	GeoEngineers negotiated SOW and fee in a professional and transparent manner with open and frequent communication. They were always available to finalize terms. All documentation was provided on schedule.		S
2. Cost / Budget Finished within agreed budget, including all supplements Appropriate level of effort (Cost commensurate with work) Reasonable direct, non-salary expenses (Approx. xx% -yy%)	GeoEngineers have delivered all work within agreed budgets. Complex work performed in efficient manner.		S
3. Schedule Complete within agreement schedule including supplements. Achieved schedule (Including all supplements). Prompt response to review comments Adapted to changes by WSDOT Notified WSDOT early regarding schedule issues	All deliverables on schedule. Proactive communication with reviewers. Excellent response time to comments. Very flexible in developing solutions to comments. Clear and often communication regarding schedule challenges		S
4. Technical Quality Work products meet WSDOT design policy & standards Performed appropriate quality control and assurance Responds to review comments in subsequent submission Pursued innovative design solutions Delivered "compatible" electronic files Implemented principles of practical design	Geoengineers has provided innovative solutions to challenging issues. Alternatives analysis was very impressive. Technical work products are of the highest standard. Provide all required QA/QC doc's with each submittal. Comment resolution is efficient & professional.		S

<p>5. Communications Clear and concise communication (Oral, written, drawings). Demonstrates an understanding of oral and written instructions Communicated at intervals appropriate for continual progress</p>	<p>Very clear and frequent communication on all items. Work products are clear, well written, & concise. Follows direction and meets or exceeds requirements.</p>	<p>S</p>
<p>6. Management Provided creative cost control measures Submitted appropriate, periodic, accurate progress reports Accurate and timely invoicing Conducted meetings efficiently Limited the number of consultant-initiated contract modifications / supplements Collaborated effectively with WSDOT Responsive Managed subconsultants effectively</p>	<p>Progress reports and invoicing clear, accurate, and on time. Progress reports provide sufficient detail documenting task progress and status of deliverables. Proactive communication on contract terms and possible scope issues to allow for mitigation prior to an issue developing. Coordination and collaboration with other subconsultants has been professional and proactive. Are very responsive to technical and management requests.</p>	<p>S</p>
<p>7. Other Criteria (As agreed)</p>		
<p>Overall Rating</p>	<p>GeoEngineers have been a pleasure to work due to their talented staff, commitment to schedule, and impressive technical abilities.</p>	<p>S</p>

<p>Rated By (Project Manager Name and Title) Ryan Abraham, Project Manager, Associate VP</p>	<p>Project Manager Signature </p>	<p>Date 3/13/24</p>
<p>Rated By (Area Consultant Liaison Name and Title)</p>	<p>Area Consultant Liaison Signature</p>	<p>Date</p>
<p>Executive Review (Name and Title)</p>	<p>Executive Signature</p>	<p>Date</p>



Consultant Name GeoEngineers, Inc.		Evaluation Type <input type="checkbox"/> Interim <input checked="" type="checkbox"/> Subconsultant <input type="checkbox"/> Final	
Consultant Address 17425 NE Union Hill Road, #250, Redmond, WA 98052		Project Title Padden Creek Fish Passage Barrier Removal	
Type of Work <input type="checkbox"/> Study <input checked="" type="checkbox"/> Design <input type="checkbox"/> R/W <input type="checkbox"/> PS&E <input type="checkbox"/> Other (Specify Below):		Agreement Number -na-	
Complexity of Work <input checked="" type="checkbox"/> Difficult <input type="checkbox"/> Routine		Date Agreement Approved -na-	
Amount of Original Agreement \$ -na-		Total Amount Modifications \$ -na-	
Completion Date Including Extensions -na-		Actual Completion Date -na-	
Type and Extent of Subcontracting		Total Amount Agreement \$ -na-	
Actual Total Paid \$ -na-		Type of Agreement <input checked="" type="checkbox"/> Lump Sum <input type="checkbox"/> Hourly Rate <input type="checkbox"/> Cost Plus Fixed Fee <input type="checkbox"/> Other	
<p>GeoEngineers is a part of the design team primed by KPFF for the Padden Creek Fish Passage Barrier Removal Design-Build Project. They were the lead geotechnical firm, the lead environmental compliance firm, and also played a supporting role to KPFF for hydraulics and stream design.</p>			

Performance Rating Scale (From Average Score Below)			
S Superior	AR Above Std.	MR Meets Std.	BR Below Std.
P Poor			
Standard Criteria	Comments (Justify Above & Below Ratings)		Rating
1. Negotiations Cooperative and responsive Adhered to WSDOT guidelines on fee. Met negotiation schedule. Open and honest communications. Willingness to negotiate in good faith	As this was a lump sum design-build project, there were no WSDOT guidelines on fee, however negotiations were very responsive and cooperative.		AR
2. Cost / Budget Finished within agreed budget, including all supplements Appropriate level of effort (Cost commensurate with work) Reasonable direct, non-salary expenses (Approx. xx% -yy%)	GeoEngineers finished within budget, and helped with out of scope elements as needed to support the project within their original LS budget.		S
3. Schedule Complete within agreement schedule including supplements. Achieved schedule (Including all supplements). Prompt response to review comments Adapted to changes by WSDOT Notified WSDOT early regarding schedule issues	Design was completed within approximately 6 months of NTP, on schedule despite significant challenges. The Bridge solution at the I-5 bridges utilized top down construction, the first time ever used on an Interstate bridge in Washington.		S
4. Technical Quality Work products meet WSDOT design policy & standards Performed appropriate quality control and assurance Responds to review comments in subsequent submission Pursued innovative design solutions Delivered "compatible" electronic files Implemented principles of practical design	The Bridge solution at the I-5 bridges utilized top down construction, the first time ever used on an Interstate bridge in Washington. This was a complex project that required advanced analysis and coordination.		S

<p>5. Communications Clear and concise communication (Oral, written, drawings). Demonstrates an understanding of oral and written instructions Communicated at intervals appropriate for continual progress</p>	<p>Meetings and reports were all above average and of high quality.</p>	<p>AR</p>
<p>6. Management Provided creative cost control measures Submitted appropriate, periodic, accurate progress reports Accurate and timely invoicing Conducted meetings efficiently Limited the number of consultant-initiated contract modifications / supplements Collaborated effectively with WSDOT Responsive Managed subconsultants effectively</p>	<p>GeoEngineers supported out of scope elements as needed to support the project within their original LS budget.</p>	<p>S</p>
<p>7. Other Criteria (As agreed)</p>		
<p>Overall Rating</p>		<p>S</p>

<p>Rated By (Project Manager Name and Title) Trevor Lighty, Deputy Design Manager</p>	<p>Project Manager Signature</p>	<p>Date 3/13/2024</p>
<p>Rated By (Area Consultant Liaison Name and Title)</p>	<p>Area Consultant Liaison Signature</p>	<p>Date</p>
<p>Executive Review (Name and Title)</p>	<p>Executive Signature</p>	<p>Date</p>



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Complexity of Work <input checked="" type="checkbox"/> Difficult <input type="checkbox"/> Routine		Date Agreement Approved -na-	
Amount of Original Agreement \$ -na-		Total Amount Modifications \$ -na-	
Completion Date Including Extensions -na-		Actual Completion Date -na-	
Type and Extent of Subcontracting		Total Amount Agreement \$ -na-	
<p>GeoEngineers is a part of the design team primed by AECOM for the I-405 Brickyard to SR522 Design-Build Project. They are the lead geotechnical firm for the whole project and are supported by Brierley Associates and Terracon.</p>			

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2. Cost / Budget Finished within agreed budget, including all supplements Appropriate level of effort (Cost commensurate with work) Reasonable direct, non-salary expenses (Approx. xx% -yy%)	GeoEngineers have delivered all work within agreed budgets. Complex work performed in efficient manner.		S
3. Schedule Complete within agreement schedule including supplements. Achieved schedule (Including all supplements). Prompt response to review comments Adapted to changes by WSDOT Notified WSDOT early regarding schedule issues	All deliverables on schedule. Proactive communication with reviewers. Excellent response time to comments. Very flexible in developing solutions to comments. Clear and often communication regarding schedule challenges		S
4. Technical Quality Work products meet WSDOT design policy & standards Performed appropriate quality control and assurance Responds to review comments in subsequent submission Pursued innovative design solutions Delivered "compatible" electronic files Implemented principles of practical design	Geoengineers has provided innovative solutions to challenging issues. Alternatives analysis was very impressive. Technical work products are of the highest standard. Provide all required QA/QC doc's with each submittal. Comment resolution is efficient & professional.		S

<p>5. Communications Clear and concise communication (Oral, written, drawings). Demonstrates an understanding of oral and written instructions Communicated at intervals appropriate for continual progress</p>	<p>Very clear and frequent communication on all items. Work products are clear, well written, & concise. Follows direction and meets or exceeds requirements.</p>	<p>S</p>
<p>6. Management Provided creative cost control measures Submitted appropriate, periodic, accurate progress reports Accurate and timely invoicing Conducted meetings efficiently Limited the number of consultant-initiated contract modifications / supplements Collaborated effectively with WSDOT Responsive Managed subconsultants effectively</p>	<p>Progress reports and invoicing clear, accurate, and on time. Progress reports provide sufficient detail documenting task progress and status of deliverables. Proactive communication on contract terms and possible scope issues to allow for mitigation prior to an issue developing. Coordination and collaboration with other subconsultants has been professional and proactive. Are very responsive to technical and management requests.</p>	<p>S</p>
<p>7. Other Criteria (As agreed)</p>		
<p>Overall Rating</p>	<p>GeoEngineers have been a pleasure to work due to their talented staff, commitment to schedule, and impressive technical abilities.</p>	<p>S</p>

<p>Rated By (Project Manager Name and Title) Ryan Abraham, Project Manager, Associate VP</p>	<p>Project Manager Signature </p>	<p>Date 3/13/24</p>
<p>Rated By (Area Consultant Liaison Name and Title)</p>	<p>Area Consultant Liaison Signature</p>	<p>Date</p>
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Type of Work <input type="checkbox"/> Study <input checked="" type="checkbox"/> Design <input type="checkbox"/> R/W <input type="checkbox"/> PS&E <input type="checkbox"/> Other (Specify Below):		Agreement Number -na-	
Complexity of Work <input checked="" type="checkbox"/> Difficult <input type="checkbox"/> Routine		Date Agreement Approved -na-	
Amount of Original Agreement \$ -na-		Total Amount Modifications \$ -na-	
Completion Date Including Extensions -na-		Actual Completion Date -na-	
Type and Extent of Subcontracting		Total Amount Agreement \$ -na-	
Actual Total Paid \$ -na-		Type of Agreement <input checked="" type="checkbox"/> Lump Sum <input type="checkbox"/> Hourly Rate <input type="checkbox"/> Cost Plus Fixed Fee <input type="checkbox"/> Other	
<p>GeoEngineers is a part of the design team primed by KPFF for the Padden Creek Fish Passage Barrier Removal Design-Build Project. They were the lead geotechnical firm, the lead environmental compliance firm, and also played a supporting role to KPFF for hydraulics and stream design.</p>			

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Standard Criteria	Comments (Justify Above & Below Ratings)		Rating
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2. Cost / Budget Finished within agreed budget, including all supplements Appropriate level of effort (Cost commensurate with work) Reasonable direct, non-salary expenses (Approx. xx% -yy%)	GeoEngineers finished within budget, and helped with out of scope elements as needed to support the project within their original LS budget.		S
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<p>5. Communications Clear and concise communication (Oral, written, drawings). Demonstrates an understanding of oral and written instructions Communicated at intervals appropriate for continual progress</p>	<p>Meetings and reports were all above average and of high quality.</p>	<p>AR</p>
<p>6. Management Provided creative cost control measures Submitted appropriate, periodic, accurate progress reports Accurate and timely invoicing Conducted meetings efficiently Limited the number of consultant-initiated contract modifications / supplements Collaborated effectively with WSDOT Responsive Managed subconsultants effectively</p>	<p>GeoEngineers supported out of scope elements as needed to support the project within their original LS budget.</p>	<p>S</p>
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<p>Overall Rating</p>		<p>S</p>

<p>Rated By (Project Manager Name and Title) Trevor Lighty, Deputy Design Manager</p>	<p>Project Manager Signature</p>	<p>Date 3/13/2024</p>
<p>Rated By (Area Consultant Liaison Name and Title)</p>	<p>Area Consultant Liaison Signature</p>	<p>Date</p>
<p>Executive Review (Name and Title)</p>	<p>Executive Signature</p>	<p>Date</p>

Consultant Information Form

Firm Name:		FYE Date:	Number of Employees:
Address:			
City:	State:	Zip Code:	County:
Phone:	Fax:	Company Web Site:	
Remit to Address:			
City:	State:	Zip Code:	County:
Phone:		Fax:	
Statewide Vendor Number (SWV) for Remit to Address:		Federal Tax ID Number or Social Security Number:	
Unified Business Identifier Number (UBI):		Date Universal Numbering System (DUNS) Number:	
Year Firm Established:	UDBE/SBE/MSVWBE Certification Number::	NAICS Code & Code Name:	
Proposed Project Manager:		Email:	
Financial Contact:		Email:	

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. Please contact WSDOT TRAINS Help Desk at 360-705-7514 for assistance.

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.



www.geoengineers.com