

Scoring Criteria 1: Qualifications/Expertise of Firms on Team

Min pts 0 : Max pts 20

A. Include the following items:

- Provide a listing of all firms on your proposed team;
- List the type(s) of expertise that each firm on your team can provide;
- How long has each firm on your team provided these type(s) of expertise;
- For each firm on your proposed team, provide a listing of the offices and the number of employees within the state of Washington (including the Greater Portland Metropolitan Area). Also, provide the number of employees that each firm has nationwide; and
- Provide an organization chart of your proposed team and include the respective roles that each firm will provide for the team.

B. Include the following items:

- For each firm on your proposed team, provide a listing of at least two (2) projects of a similar type and size completed within the last three (3) years including fish barrier projects. The firm's work on the projects should demonstrate the required expertise needed for this project. Include the work/services provided on the projects and the approximate amount received for each project.

C. Include the following items:

- Has the prime consultant worked with proposed sub-consultant(s) on similar projects in the last three (3) years? If yes, provide the name of the project, each firm's role on the project and the dates the services were performed. Limit examples to one (1) project for each sub-consultant. The work should demonstrate a successful partnership and teamwork in delivering the project within their area of technical expertise.

D. Include the following items:

- Provide a table identifying current availability of key staff and resources for each firm on the proposed project team. The availability of staff should be identified as hours available per month for the length of the project, not in percentages of time available.

Scoring Criteria 2: Qualifications of Proposed Project Manager and Deputy Project Manager

Min pts 0 : Max pts 60

A. Include the following items:

- Provide three (3) examples for both the proposed Project Manager and Deputy Project Manager that demonstrate their prior experience as a Project Manager on WSDOT, or similar, highway/bridge projects, including Design-Build (DB). Include the date(s) of each project; the name of the client/organization for each project; and list the project manager's responsibilities and tasks on each project.

B. Include the following items:

- Provide three (3) examples of the proposed Project Manager's and Deputy Project Manager's ability to manage problems that arose during the life of the project and how those problems were addressed and closed. Examples should highlight problems and solutions associated with:
 - Project schedule;
 - Scope of work/scope creep;
 - Budget issues; and
 - Other regularly occurring changes.

C. Include the following items:

- Provide listing of professional licenses/accreditations for the proposed Project Manager; including the year that each license/accreditation was received. Please include the licenses that are applicable in the state of Washington only. In addition, provide a brief summary of the positions held since attaining your license/accreditation.

D. What is the firms' policy regarding replacement of the Project Manager or Deputy Project Manager.

Scoring Criteria 3: Key Team Members Qualifications (Prime Consultant and Sub-Consultants)

Min pts 0 : Max pts 60

A. List each key team member's roles/responsibilities on your proposed team.

- For each proposed key team member, provide three (3) examples of prior relevant projects. Include the name of the project(s); dates of the project(s); and roles/responsibilities for each team member on those project(s).
- For each proposed key team member (other than the Project Manager and Deputy Project Manager), provide a listing of professional licenses/accreditations, including the year that each license/accreditation was received. Please include licenses/accreditations that are applicable in the state of Washington only. In addition, provide a brief summary of the positions held since attaining the license/accreditation.
- Outreach and communication with elected officials, stakeholders and constituents factor into whether a project is considered a success or failure in the eyes of the public. Describe the proposed communicator's experience with public involvement on WSDOT projects. Special attention to equity and reaching out to under served populations.

Scoring Criteria 4: Project Delivery Approach

Min pts 0 : Max pts 60

A. Include the following items:

- Describe your work plan elements when Task Order work is identified.
- Describe how your work plan incorporates practical design/least cost solutions.
- Explain how the services provided through this agreement are more beneficial than WSDOT seeking proposals from the Pre Qual Roster.
- Describe possible scenarios to address the need for Co-Located staff.

- Describe proposed innovative ideas and their benefits to WSDOT.
- Describe any project-specific risks you recognize for this project and how, within your work plan, you will approach managing and mitigating them.

B. Include the following items:

- Describe your approaches to resolve conflict within the project team, with client(s) and stakeholder(s).

C. Include the following items:

- Provide your understanding of how responsibility for deliverables will be divided between WSDOT and the consultant team.
- How will you integrate work completed by WSDOT and the consultant team to ensure successful project delivery?
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Scoring Criteria 5: References/Past Performances (Prime Consultant Only)

Min pts 0 : Max pts 0

A. Include the following items:

Provide a minimum of three (3) and a maximum of five (5), performance evaluations for either WSDOT projects, Non-WSDOT projects, or a combination of both that are either currently active projects or that have a project completion date within the last three (3) years. These must be included in your Packet B.

Performance Evaluations on WSDOT projects:

If you wish to have a Performance Evaluation completed on a WSDOT project, please contact the WSDOT project manager and have them complete WSDOT's internal Filemaker Pro form 272-019 "Performance Evaluations – Consultant Services."

Performance Evaluations for Non-WSDOT projects:

If your firm does not have performance evaluations with WSDOT, it is necessary to have an evaluation of past performance completed by a client. You are required to use the WSDOT provided form and have it completed by your client. We will not accept your client's version of a performance evaluation form. The WSDOT version of the evaluation form may be obtained by clicking on the link "Performance Evaluation Completed by Reference" which can be found on the main web page for this advertisement.

Scoring Criteria 6: Contractor Certification – Workers’ Rights (Prime and Sub-Consultants) Min pts 0 : Max pts 0

Include the following items:

Contractor Certification - Workers' Rights.

- Please fill out the form titled “Contractor Certification - Workers' Rights” linked on the advertisement webpage. The form can be found under the heading “Submit Required Forms.”