



Scoring Criteria 1: Qualifications/Expertise of Firms on Team

Min pts 0 : Max pts 35

A. Include the following items:

Provide a list of all firms on your proposed team;

List the type(s) of expertise that each firm on your team can provide; focusing on Medium Voltage Electrical Distribution system design, electrical equipment specification development and source selection (including sub-marine cable), terminal and vessel design integration, design knowledge of utility power grids - transmission and distribution,, program management, project development, project controls and project support in developing Project Management Plans (PMP), Cost Risk Assessment (CRA), Cost Estimate Validation Process (CEVP), Value Engineering (VE), naval architecture, and marine (terminal and landside) engineering. Please include how long has each firm on your team has provided these type(s) of expertise?

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:

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 firm.

C. Include the following items:

Provide table identifying current availability of core team and resources for each firm on the proposed project team. The availability of staff must be identified as hours available per month for the first two years of the Program.

D. Include the following items:

Provide a list of up to three (3) relevant projects that each firm on your project team has completed within the last three (3) years. The project(s) must demonstrate the required expertise needed for this project. Include the work/services provided on the project(s) and the approximate amount received for each project.

Scoring Criteria 2: Qualifications of Program Executive

Min pts 0 : Max pts 25

A. Include the following items:

Provide up to three (3) examples for the proposed Program Executive that demonstrates his/her prior experience as a Program Executive on a WSDOT or other agency project of similar size and scale as this program. Include the date(s) of each project; the name of the client/organization for each project; and list the Program Executive's responsibilities and tasks on each project.

B. Include the following items:



Demonstrate the Program Executive's familiarity with relevant state and federal regulations and/or procedures.

C. Include the following items:

Provide up to three (3) examples of the proposed Program Executive's ability to manage all of the following within a project:

- General Engineering Consultant (GEC) and sub-consultant administration
- Program Management
- Project Development and Design
- Project controls, schedule tracking, reporting, and forecasting
- Coordination with Agencies Having Jurisdictions (AHJ), utility companies, and neighborhood groups, identifying and managing project risks compliance with WSDOT project management policies and procedures

D. Include the following items:

Provide listing of professional licenses/accreditations for the proposed Program Executive; include the year that each license/accreditation was received.

Scoring Criteria 3: Core Team Members Qualifications (Prime Consultant and Sub-Consultants)
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Min pts 0 : Max pts 20

A. Include the following items:

Core team members include: Program Management Manager, Design Engineering Manager, and specialty leads for utility, electrical, mechanical, and marine engineers, communication lead and inclusion manager.

Role/responsibilities on your proposed team.

- For each proposed core team member, provide up to three (3) examples of prior relevant projects. Include the name of project(s); dates of the project(s); and roles/responsibilities for each team member on those project(s); and
- For each core team member on your proposed team, demonstrate his/her understanding of WSDOT and/or public agency regulations/procedures.

Scoring Criteria 4: Firm's Project Management System (Prime Consultant Only)

Min pts 0 : Max pts 10

A. Include the following items:

- Describe your firm's Quality Control /Quality Assurance processes;
- Describe your firm's tracking system(s) to monitor the project's budget and/or scope;
- List your firm's scheduling program/process. Identify the type of software or process and list up to three (3) projects where the proposed managers have utilized this software/process;
- Describe your firm's process for interacting with your internal project team; and
- Describe your firm's ability to provide interaction with your client and/or stakeholders.



Scoring Criteria 5: Project Delivery Approach (Prime Consultant Only)

Min pts 0 : Max pts 10

A. Include the following items:

- How does your firm develop a work plan for this project;
- Who is involved with the decision-making process for the development of the work plan;
- Describe each of the elements of the proposed work plan for this project; and
- Describe how your work plan addresses contingencies that may arise during the project.

B. Include the following items:

Describe your approaches to resolve issue(s) within the project team, client(s) and stakeholders.

C. Include the following items:

Identify any key issues, risks, and critical milestones for the project.

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.”

Scoring Criteria 7: References/Past Performances (Prime Consultant Only)

Min pts 0 : Max pts 0

A. Include the following items:

Provide a minimum of three (3) with 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 has 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 version of a performance



**Washington State
Department of Transportation**

*Criteria Definitions for WSF System
Electrification Program General
Engineering Consultant*

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.