

RFQ Scoring Criterion 1: Qualifications and Expertise of Firms on the Team**Minimum Points: 0 | Maximum Points: 35****A. Proposed Team and Services — 5 points**

- List the prime consultant and each proposed subconsultant.
- Identify the bridge-preservation, structural engineering, and related or specialty services each firm will provide.
- Provide an organization chart showing each firm's role and relationship within the team.

B. Relevant Firm Experience — 15 points

- Describe each firm's experience with the services it is proposed to perform.
- Provide up to three relevant project examples for the prime consultant and up to two for each major subconsultant completed or substantially performed within the last seven years.
- Examples should demonstrate experience with bridge-preservation scoping, evaluation of existing bridge conditions and available inspection information, structural evaluation, rehabilitation or repair design, structural strengthening, load rating, PS&E development, constructability evaluation, or construction engineering support.
- For each example, identify the client, project dates, bridge type, services performed, firm's responsibilities, and approximate fee earned by the firm.

C. Prior Teaming Experience — 5 points

- Identify relevant projects completed by the prime consultant with each proposed subconsultant during the last five years.
- Describe each firm's responsibilities and how the firms coordinated their work.
- Limit the response to one example for each subconsultant.
- If the firms have not previously worked together, describe how their work will be integrated and coordinated under this agreement.

D. Breadth of Team Qualifications — 10 points

- Demonstrate how the proposed team collectively covers the anticipated services identified in the SOW.
- Identify how the team will provide the related and specialty services that may be authorized through individual Task Orders.
- Describe the team's experience coordinating structural engineering, field investigation, CADD, construction support, and related specialty services.
- Identify any anticipated limitations in the team's ability to provide the services described in the SOW.

RFQ Scoring Criterion 2: Qualifications of Proposed Consultant Project Manager and Statewide Bridge Preservation Technical Lead**Minimum Points: 0 | Maximum Points: 35****A. Consultant Project Manager Qualifications — 10 points**

- Demonstrate that the proposed Consultant Project Manager meets the minimum qualifications identified in the SOW.
- Provide up to three examples of managing bridge-preservation, rehabilitation, repair, or bridge-design assignments.
- For each example, identify the client, dates, assignment scope, approximate consultant fee, and the individual's responsibilities.

B. Consultant Project Manager Experience — 7 points

- Demonstrate experience managing multidisciplinary teams, subconsultants, concurrent assignments, scope, schedule, budget, quality, staffing, and changes.
- Demonstrate familiarity with applicable WSDOT or comparable public-agency requirements and task-order agreement administration.
- Describe experience coordinating assignments from initial scope and fee development through completion and acceptance of deliverables.

C. Statewide Bridge Preservation Technical Lead Qualifications — 8 points

- Demonstrate that the proposed Statewide Bridge Preservation Technical Lead meets the minimum qualifications identified in the SOW.
- Provide up to three relevant bridge-preservation project or program examples.
- For each example, identify the client, dates, assignment scope, bridge types, and the individual's responsibilities.

D. Preservation Experience and Engineering Judgment — 10 points

- Demonstrate the proposed Technical Lead's experience:
- Developing and reviewing bridge-preservation scopes.
- Applying risk-informed engineering judgment to existing bridge assets.
- Evaluating repair, rehabilitation, strengthening, or deferral alternatives.
- Balancing safety, service life, constructability, cost, schedule, and program objectives.
- Coordinating complex technical decisions across multiple projects, disciplines, or organizational units.
- Developing clear engineering recommendations and documenting the technical basis for those recommendations.

RFQ Scoring Criterion 3: Qualifications, Availability, and Capacity of Key Team Members

Minimum Points: 0 | Maximum Points: 30

A. Qualifications of Key Team Members — 10 points

- Identify the proposed Senior Bridge Engineer, Bridge Engineer, Bridge Detailer (CADD Technician), and other key technical or specialty personnel.
- Describe each individual's proposed role and responsibilities.
- Demonstrate that each individual meets the applicable minimum qualifications identified in the SOW.
- List applicable Washington professional licenses and relevant certifications.
- Identify which individuals will have responsible charge of engineering work and deliverables, as applicable.

B. Relevant Experience — 10 points

- Provide up to three relevant project examples for each required key team member.
- For each example, identify the project, client, dates, bridge type, services performed, and the individual's responsibilities.
- Demonstrate the team's collective experience with preservation scoping, field investigation and condition evaluation, structural evaluation, load rating, rehabilitation and repair design, structural strengthening, PS&E development, constructability evaluation, and construction engineering support.
- Describe the key team members' experience working together on similar assignments.

C. Availability, Capacity, and Continuity — 10 points

- Identify each key team member's anticipated availability in hours per month during the first year of the agreement.
- Demonstrate sufficient staffing depth and capacity to perform multiple concurrent Task Orders.
- Describe how the team will respond to urgent or unanticipated preservation assignments.
- Identify backup personnel available for the principal engineering and detailing roles.
- Explain how personnel continuity and qualified substitutions will be managed throughout the agreement.

RFP Scoring Criteria 1: Task Order Development and Delivery Approach

Min pts 0 : Max pts 25

A. Task Order Development — 10 points

Describe the team's approach to developing an individual Task Order, including:

- Confirming the assignment objectives, preservation needs, existing information, assumptions, and constraints.
- Defining the scope of work (scope), responsibilities, deliverables, review stages, schedule, staffing, and level of effort.
- Coordinating scope, schedule, and fee development with Bridge and Structures.
- Identifying exclusions, dependencies, specialty services, and information required from WSDOT.
- Establishing clear completion and acceptance criteria for the assignment.

B. Task Order Delivery and Controls — 8 points

Describe how the team will:

- Initiate and mobilize for an executed Task Order.
- Manage scope, schedule, budget, staffing, quality, and deliverables.
- Monitor progress and identify potential deviations before they affect delivery.
- Document and manage changes to scope, schedule, level of effort, or funding.
- Complete and close out Task Orders.

C. Concurrent and Urgent Assignments — 4 points

- Describe how the team will manage multiple concurrent Task Orders with differing scopes, schedules, and priorities.
- Explain how personnel and resources will be reassigned or supplemented when priorities change.
- Describe the process for responding to urgent or unanticipated preservation assignments.

D. Decision-Making and Contingencies — 3 points

- Identify the Consultant personnel involved in technical and management decisions during Task Order development and delivery.
- Describe how the team will identify and address incomplete information, changed conditions, technical uncertainty, and other contingencies.
- Explain when and how matters requiring WSDOT direction or approval will be elevated.

RFP Scoring Criteria 2: Bridge Preservation Technical Approach

Min pts 0 : Max pts 30

A. Preservation Scoping and Existing-Condition Evaluation — 8 points

Describe the team's approach to:

- Reviewing available plans, inspection reports, load ratings, maintenance history, photographs, and other bridge information.
- Evaluating existing bridge conditions using the information furnished by WSDOT.
- Identifying deterioration, structural deficiencies, repair limits, information gaps, and additional information that may be needed.
- Recommending field verification or additional investigation only when necessary and authorized through the applicable Task Order.
- Developing a clear and appropriately detailed preservation scope.

B. Preservation Strategies and Engineering Judgment — 10 points

Describe how the team will:

- Develop and evaluate repair, rehabilitation, strengthening, or deferral alternatives.
- Apply risk-informed engineering judgment to existing bridge assets.
- Evaluate remaining service life and the consequences of delaying or deferring work.
- Balance safety, service-life extension, constructability, cost, schedule, maintenance needs, and program objectives.
- Document the technical basis, assumptions, risks, and limitations supporting its recommendations.

C. Design and Project Delivery — 7 points

Describe the team's approach to:

- Advancing an approved preservation scope through structural analysis, design, load rating, plans, specifications, estimates, and construction engineering support.
- Establishing appropriate design criteria and confirming compliance with applicable WSDOT and AASHTO requirements.
- Coordinating calculations, contract plans, provisions, quantities, estimates, and related specialty services.
- Incorporating constructability, access, traffic, staging, and site constraints into the design.

D. Statewide Consistency and Technical Support — 5 points

Describe how the team will:

- Promote consistent preservation scoping, engineering assumptions, repair limits, and structural details across multiple projects.
- Account for project-specific conditions without applying a one-size-fits-all solution.
- Coordinate technical recommendations across Bridge and Structures, WSDOT Regions, and other consultants.
- Develop clear technical memoranda, engineering recommendations, and scoping guidance.

RFP Scoring Criteria 3: Staffing, Availability, and Resource Management

Min pts 0 : Max pts 15

A. Task Order Staffing — 5 points

Describe how the team will:

- Select personnel with the appropriate qualifications and experience for each Task Order.
- Determine the appropriate mix of senior, intermediate, and technical staff.
- Assign responsibilities among the Project Manager, Technical Lead, engineering staff, detailers, subconsultants, and specialty personnel.
- Confirm personnel availability before committing to a Task Order.

B. Capacity and Resource Management — 6 points

Describe how the team will:

- Maintain sufficient capacity to perform multiple concurrent Task Orders.
- Monitor workloads and availability across the prime consultant and subconsultants.
- Adjust staffing when priorities, schedules, or workload change.
- Provide additional qualified personnel for urgent or unanticipated assignments.
- Avoid overreliance on individual key personnel.

C. Personnel Continuity and Integration — 4 points

Describe how the team will:

- Maintain continuity of personnel throughout each Task Order.
- Integrate prime-consultant and subconsultant personnel into a coordinated delivery team.
- Manage planned and unplanned personnel changes.
- Provide qualified replacement personnel without disrupting scope, schedule, budget, or quality.

RFP Scoring Criteria 4: Quality Management and Risk Mitigation

Min pts 0 : Max pts 15

A. Quality Management Approach — 8 points

Describe the team's approach to:

- Developing and maintaining the agreement-wide Quality Plan required by the SOW.
- Assigning responsibility for quality control, quality assurance, independent technical review, and final approval.
- Reviewing calculations, load ratings, plans, specifications, estimates, reports, and engineering recommendations.
- Confirming compliance with the applicable Task Order and current WSDOT and AASHTO requirements.
- Documenting, tracking, resolving, and verifying review comments before submittal.
- Adapting the Quality Plan to the complexity and risks of individual Task Orders.
- Maintaining consistent quality across concurrent Task Orders and multiple offices or subconsultants.

B. Risk Identification and Mitigation — 7 points

- Identify the most significant risks anticipated in delivering this agreement through individual Task Orders.
- Address technical, scope, schedule, budget, staffing, coordination, and information-related risks.
- Provide specific measures for preventing, monitoring, and mitigating each identified risk.
- Explain how emerging risks will be documented, communicated, assigned, and elevated to WSDOT.
- Describe how lessons learned from completed Task Orders will be incorporated into future assignments.

RFP Scoring Criteria 5: Communication and Coordination

Min pts 0 : Max pts 15

A. Communication Approach — 5 points

Describe how the team will:

- Maintain clear and timely communication with Bridge and Structures throughout each Task Order.
- Establish communication protocols, meeting frequency, reporting methods, and points of contact.
- Communicate technical information and recommendations clearly to both technical and nontechnical participants.
- Notify WSDOT promptly of matters affecting scope, schedule, budget, quality, or delivery.

B. Coordination Approach — 6 points

Describe how the team will:

- Coordinate among the Project Manager, Technical Lead, engineering staff, detailers, subconsultants, and specialty personnel.
- Coordinate with Bridge and Structures, WSDOT Regions, other consultants, and project stakeholders.
- Manage interfaces between structural engineering, CADD, construction support, and related specialty services.
- Support statewide technical coordination while recognizing that WSDOT retains all decision-making and approval authority.

C. Decisions, Issues, and Accountability — 4 points

Describe how the team will:

- Document technical recommendations, decisions, assumptions, action items, and unresolved issues.
- Assign responsibility and establish due dates for follow-up actions.
- Resolve disagreements within the consultant team.
- Elevate matters requiring WSDOT direction or approval.

- Maintain accountability through completion and closeout of each Task Order.

RFP Scoring Criteria 6: Contractor Certification – Workers’ Rights (Prime and Sub-Consultants)

Pass/Fail

The prime consultant and each proposed subconsultant shall complete the **Contractor Certification – Workers’ Rights** form linked on the advertisement webpage under “Submit Required Forms.”

Failure to submit a completed certification for the prime consultant or any proposed subconsultant may result in the proposal being determined nonresponsive.

RFP Scoring Criteria 7: References (Prime Consultant Only)

Pass/Fail

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 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 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.