

Scoring Criteria 1: Demonstration of understanding of the services to be provided.

Min pts 0 : Max pts 10

- A. Include a narrative that demonstrates your firm's understanding of the services to be provided. Be sure to include description of what work the Project Manager(s) and Structural Engineer(s) would be doing. Also include details about WSDOT policies and standards that would be enforced.

Scoring Criteria 2: Qualifications and experience of up to three proposed Project Managers.

Min pts 0 : Max pts 30

- A. Include the following items:
Provide up to three example projects, for each proposed Project Manager, that demonstrates their prior experience as a Project Manager on WSDOT or similar projects. Include a description of the project, the start and end dates, and the name of the client.
- B. Include the following items:
For each of the example projects, demonstrate the proposed Project Manager's ability to manage the projects, including:
- Preparing project scopes of work and schedules
 - Estimating consultant design fees
 - Coordinating work between multiple disciplines
 - Tracking/monitoring progress
 - Reviewing and accepting submittals/deliverables
 - Reviewing and approving payment of invoices
 - Evaluating performance
- C. Include the following items:
Demonstrate the Project Manager's familiarity with relevant WSDOT Bridge Design Office policies and procedures.
- D. Include the following items:
Provide a list of professional licenses and certifications for the proposed Project Managers. Only include licenses in Washington State. For professional engineering licenses, please provide the license number.

Scoring Criteria 3: Qualifications and experience of up to three proposed Structural Engineers.

Min pts 0 : Max pts 10

- A. Include the following items:
Provide up to three example projects, for each proposed Structural Engineer, that demonstrates their prior experience providing structural engineering support on WSDOT or similar projects. Include a description of the project, the start and end dates, the name of the client, and a description of the support that was provided.

- B. Include the following items:
Demonstrate the Structural Engineer’s familiarity with relevant WSDOT Bridge Design Office policies and procedures.
- C. Include the following items:
Provide a list of professional licenses and certifications for the proposed Structural Engineers. Only include licenses in Washington State. For structural engineering licenses, please provide the license number.

Scoring Criteria 4: Methods, strategies, and tools used to effectively manage projects.

Min pts 0 : Max pts 30

- A. Include the following items:
Describe your firm’s methods, strategies, and tools used to:
- Ensure that team members have the information they need to accomplish their tasks.
 - Coordinate the efforts of multiple offices and disciplines.
 - Complete submittal reviews and provide constructive feedback.
 - Facilitate resolution of design or construction issues.
 - Track progress and expenditures
 - Report on projects status.

Scoring Criteria 5: Availability of proposed Project Managers and Structural Engineers.

Min pts 0 : Max pts 20

- A. Include the following items:
Provide a narrative and/or chart that shows how many hours per week each of the Project Managers and Structural Engineers will be available to provide services under this agreement.

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 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.