



# ***Georgia Department of Transportation***

## **Request for Qualifications**

**To Provide**

**Engineering Design Services for TIA Projects**

**RFQ-484-041913TIA**

**Qualifications Due: April 19, 2013**

**Georgia Department of Transportation  
One Georgia Center  
600 West Peachtree Street, NW  
Atlanta, Georgia 30308**

# REQUEST FOR QUALIFICATIONS

## 484-041913TIA

### Engineering Design Services for TIA Projects

#### I. General Project Information

##### A. Overview

The Georgia Department of Transportation (GDOT) is soliciting Statements of Qualifications (SOQ) from qualified firm(s) or organization(s) to provide Consultant Services for the engineering design for projects within the Transportation Investment Act (TIA) of 2010, listed below (note that certain projects may be grouped with other projects and awarded as one (1) contract):

Contract	County	PI/Project #	Project Description
1	Columbia	0008347	Wrightsboro Road Improvements from SR 388/Lewiston Rd to SR 223/ Robinson Ave
2	Jefferson	0011376	Convert Hoyt Braswell Road to Truck Route
3	Jenkins	0008519	Widen SR 67 and Add Turn Lanes
4	Richmond	0011403, 0011404, 232020-	Riverwatch Parkway and Fury's Ferry Road Intersection Improvements
5	Dooley	0011428	US 41 – Passing Lanes and Traffic Signals
6	Sumter	0011438	Improvements to South Georgia Tech Parkway
7	Talbot	0011440	Pobiddy Rd Resurfacing and Improvements

This Request for Qualifications (RFQ) seeks to identify potential providers for the Scope of Services for each project/contract listed in **Exhibit I**. Firms that respond to this RFQ, and are determined by GDOT to be sufficiently qualified, may be deemed eligible, and invited to offer proposals and/or possibly present and/or interview for these services. All respondents to this RFQ are subject to instructions communicated in this document, and are cautioned to completely review the entire RFQ and follow instructions carefully. GDOT reserves the right to reject any or all Statements of Qualifications or Consultant Plan Proposals, and to waive technicalities and informalities at the discretion of GDOT.

##### B. **IMPORTANT- A RESTRICTION OF COMMUNICATION IS IN EFFECT FOR THIS PROJECT.**

From the advertisement date of this solicitation until successful respondents are selected and the award is made official and announced, firms are not allowed to communicate about this solicitation or scope with any staff of GDOT including the Commissioner and GDOT Board Members, except for submission of questions as instructed in the RFQ, or as provided by any existing work agreement(s). For violation of this provision, GDOT reserves the right to reject the submittal of the offending respondent.

##### C. Small Business and DBE Participation

The Georgia Department of Transportation Board (State Transportation Board) issued a Resolution in May of 2012 encouraging and promoting the participation of groups such as small businesses and DBE's (including minority and women owned businesses, and veteran owned business) in projects funded by TIA.

The State Transportation Board TIA Resolution is attached herein as Exhibit V. For more information on the GDOT DBE Program please contact:

Georgia Department of Transportation  
Equal Opportunity Division  
One Georgia Center, 7<sup>th</sup> Floor  
600 West Peachtree Street, NW  
Atlanta, Georgia 30308  
Phone: (404) 631-1972

#### D. History and Purpose

Pursuant to O.C.G.A. § 48-8-240 *et. seq.*, TIA provides a legal mechanism in which the special districts by a referendum may vote to impose a 1% sales tax to fund needed transportation improvements within their special districts. TIA established twelve (12) transportation special districts throughout Georgia that correspond to state designated Regional Commission (RC) boundaries. Additionally, the law established Regional Transportation Roundtables (RTR) consisting of elected officials from the counties and cities within each special district. An Executive Committee of five members, supplemented with three non-voting members of the Georgia General Assembly, is also required for each RTR. Each RTR was charged with approving a financially constrained draft investment list of transportation projects for their special district. These lists were approved by the full RTR on October 15, 2011 (Approved Investment Lists). Three (3) special districts voted to approve to levy the special district transportation sales and use tax: River Valley, Heart of Georgia Altamaha, and Central Savannah River Valley.

#### E. Budget

The estimated budget of TIA funds for Approved Investment Lists in 2011 dollars for all 3 special districts totals **One Billion One Hundred Seventy-Five Million Three Hundred Twenty Thousand Four Hundred Seventy-Four Dollars (\$1,175,320,474)**. It should be noted that the adopted estimate for the TIA is at least **One Billion Three Hundred Seventy-Five Million Four Hundred Eighty-Two Thousand Four Hundred Fifty-Two Dollars (\$1,375,482,452)** when adjusted from current year to year of expenditure, and could be as high as the inflation adjusted revenue estimate. These numbers do not include other fund sources as shown on the Approved Investment Lists. The only funding available for the program is represented by the Approved Investment Lists which is subject to the availability of revenues. The TIA tax shall cease to be imposed on the earliest of the following dates: (1) the final day of the ten-year period of time specified for the imposition of the tax; or (2) the end of the calendar quarter during which the state revenue commissioner determines that the tax has raised revenues sufficient to provide to the special district net proceeds equal to or greater than the amount specified as the estimated amount of net proceeds to be raised by the tax. **All respondents MUST be aware that the only funding available for the program is represented by the Approved Investment Lists which is subject to the availability of revenues and any contracts do not obligate the Department to make payment from any funds other than those made available to the Department from the tax proceeds generated by TIA.**

#### F. Scope of Services

Under the terms of the resulting Agreements, the selected consultants will provide full engineering design services, as well as all associated engineering related services for the GDOT Projects identified. The anticipated scope of work for each project/contract is included in **Exhibit I**.

In addition, GDOT desires that the Consultant have the ability to provide, either with its own forces or through a sub-consultant team member, comprehensive services necessary to fulfill all preliminary engineering services which may arise during the project cycle.

#### G. Contract Term and Type

GDOT anticipates one (1) Multi-Phase, Project Specific contract to be awarded to one (1) firm, for each project/contract identified. GDOT anticipates that the Contract Type will be paid via Firm Fixed Price and/or Cost Plus Fixed Fee methodology. As Project Specific contracts, it is the Department's intention

that the Agreements will remain in effect until successful completion of the preliminary engineering phase of the projects, and may choose to utilize the selected consultant for use on construction revisions as necessary.

#### H. Contract Amount

The Multi-Phase, Project Specific contract amounts will be determined via negotiations with the Department. If the Department is unable to reach agreement on reasonable rates to be paid for the services to be provided, the Department reserves the right to terminate negotiations with the highest scoring finalist and begin negotiations with the next highest scoring finalist.

## II. Selection Method

### A. Method of Communication

All general communication of relevant information regarding this solicitation will be made via the Georgia Procurement Registry (GPR) under RFQ-484-041913TIA. All firms are responsible for checking the GPR on a regular basis for updates, clarifications, addenda (signed cover sheets of all addenda should be submitted with SOQ) and announcements. GDOT reserves the right to communicate via electronic-mail with the primary contact listed in the Statements of Qualifications. Other specific communications will be made as indicated in the remainder of this RFQ.

### B. Phase I - Selection of Finalists

Based on the Statements of Qualifications submitted in response to the projects/contracts listed in this RFQ, the Selection Committee will review the **Experience and Qualifications, Volume of Work Previously Awarded by GDOT, and Resources and Workload Capacity** listed in **Section IV. Selection Criteria for Phase I** and identify and rank three (3) to five (5) firms identified as the most qualified for each project/contract. The Department will evaluate all submittals deemed responsive and each evaluator will assign points using the criteria identified in Section IV. For each evaluator, the points assigned to each criteria will be totaled and a rank will be determined. The rankings of all evaluators will be totaled for each submittal evaluated in order to determine the sum of the individual rankings. The three (3) to five (5) firms shortlisted will be determined by using the sum of individual rankings and identifying where the natural separation in the rankings occur to determine the most qualified firms.

All firms must meet the minimum requirements as listed in Section IV.A. below.

### C. Finalist Notification for Phase II

Firms selected and shortlisted as finalists will receive notification and final instructions from GDOT regarding the **Phase II - Suitability** response.

### D. Phase II - Finalists Response on Suitability and Past Performance

GDOT will request a written proposal of the three (3) to five (5) finalist firms for each project/contract. GDOT reserves the right to request a presentation/interview on any project/contract as determined in its best interests; however, this additional requirement shall typically be reserved for the most complex projects. Each finalist firm shall be notified in writing and informed of the proposal due date. Any additional detailed proposal instructions and requirements, beyond that provided in **Section V. Selection Criteria for Phase II**, for the finalists will be provided in the Finalist Notification. All members of the Selection Committee will review the written proposal (and will attend the presentation/interview if so chosen). **Firms shall not address any questions, prior to the award announcement, to anyone other than the designated contact.**

### E. Final Selection

Final selection will be determined by carrying the scores from **Phase I** forward for each Finalist and by evaluating the **Suitability** and **Past Performance** criteria for **Phase II**. For each evaluator, the points

assigned to each criterion will be totaled and a rank will be determined. The rankings of all evaluators will be totaled for each finalist in order to determine the sum of the individual rankings. The finalists will be ranked in descending order of recommendation using the sum of individual rankings from the Selection Committee members.

Should a tie exist for the highest ranking firm on any specific contract/project, and qualifications appear to be equal, the Selection Committee shall proceed in the following order:

1. Defer to O.C.G.A. §50-22-4(b) which states that “persons who maintain an office in Georgia shall be given preference when qualifications appear to be equal” and award to the firm who maintains an office in Georgia.
2. If multiple firms tied for the highest ranking maintain an office in Georgia, GDOT shall defer to the sum of the individual points and the award shall be made to the finalist with the highest sum.

Negotiations will then be initiated with the top-ranked firms to finalize the terms and conditions of the contracts, including the fees to be paid. In the event a satisfactory agreement cannot be reached with the highest-ranking firms, GDOT will formally terminate the negotiations in writing and possibly enter into negotiations with the second highest-ranking firm, and so on in turn until a mutual agreement is established and GDOT awards a contract. The final form of the contract shall be developed by GDOT.

**III. Schedule of Events**

The following Schedule of Events represents GDOT’s best estimate of the Schedule that will be followed. All times indicated are prevailing times in Atlanta, Georgia. GDOT reserves the right to adjust the Schedule as GDOT deems necessary.

<b>PHASE I</b>	<b>DATE</b>	<b>TIME</b>
a. GDOT issues public advertisement of <b>RFQ -484-041913TIA</b>	3/20/2013	-----
b. Deadline for submission of written questions and requests for clarification	3/29/2013	2:00 PM
c. Deadline for submission of Statements of Qualifications	4/19/2013	2:00 PM
d. GDOT completes evaluation and issues notification and other information to finalist firms	TBD	-----
<b>PHASE II</b>		
e. Deadline for submission of written questions from finalists	TBD	2:00 PM
f. Phase II Response of Finalist firms due	TBD	TBA

**IV. Selection Criteria for Phase I - Criteria for Evaluation of Statements of Qualifications**

**A. Minimum Requirements**

Presented teams must be prequalified in the Area Class(es) identified in **Exhibit I** (For each project) in order to be evaluated. Required proof of prequalification shall be submitted as indicated in Section VI.B.2.e. below. All Submittals will be pre-screened to verify that the Prime consultant has the required Area Class(es) and that the overall team has the required Area Class(es).

Consideration shall also be given to certain criteria to allow the Department to analyze risks in determining if any Firm should be ineligible for award. The criteria which shall be considered include basic company information, firm’s personnel resources, office locations, litigation history, potential conflicts of interest, and financial information. Any firm which responds in any potentially concerning manner regarding litigation

history, potential conflicts of interest, and financial information must provide additional information as directed herein for consideration by GDOT Legal, Accounting, and/or Audit staff to determine if Firm is eligible for award.

**B. Experience and Qualifications – 50%**

The Selection Committee will evaluate all firms on their Experience and Qualifications, which shall account for a total of fifty (50%) percent of the total evaluation. **The following criteria for scoring Phase I of the evaluation will be utilized to determine which firms are shortlisted:**

- 20% Factor      Project Manager education, registration, relevant engineering experience, relevant project management experience, experience in utilizing GDOT specific processes, manuals, or guidance, and workload.
- 20% Factor      Key resources education, registration, relevant technical experience, and relevant experience in utilizing GDOT specific processes, manuals, or guidance.
- 5% Factor        Prime Consultant’s experience for the previous five (5) years in delivering projects of similar complexity, size, scope, and function.
- 5% Factor        Understanding of the TIA Program

**C. Volume of Work Previously Awarded by GDOT – 5%**

- 5% Factor        The dollar amount of GDOT contracts awarded to the Prime Consultant during the last eighteen (18) months.
 

\$0.00 to \$500,000.00 awarded =	5 points
\$500,000.01 to \$999,999.99 awarded =	4 Points
\$1,000,000.00 to \$1,999,999.99 awarded =	3 Points
\$2,000,000.00 to \$2,999,999.99 awarded =	2 Points
\$3,000,000.00 to \$3,999,999.99 awarded =	1 Point
\$4,000,000.00 or greater awarded =	0 Points

**D. Resources and Workload Capacity – 15%**

The Selection Committee will evaluate all firms on their Resources availability and Workload Capacity which shall account for a total of fifteen (15%) percent of the total evaluation.

- 5% Factor        Resources dedicated to delivering project
- 5% Factor        Workload capacity of key resources
- 5% Factor        Utilization of Small Businesses and DBE

**V. Selection Criteria for Phase II - Criteria for Evaluation of Suitability and Past Performance**

**A. Suitability – 25%**

The Selection Committee will evaluate the shortlisted firms (Finalists) on their Suitability, which shall account for a total of twenty-five (25%) percent. The Selection Committee shall utilize the following additional criteria for scoring **Phase II** of the evaluation to determine the highest ranked/most qualified **(NOTE: Scores from Phase I will be carried forward and combined with the scores from the Phase II to determine the final ranking of Finalists):**

- 15% Factor      Technical approach to delivering the project (including design concepts and use of alternative methods).
- 10% Factor      Provide any specific qualifications, skills, and knowledge which your firm has and location of the office which will be responsible for the project which could benefit the project.

**B. Past Performance – 5%**

The Selection Committee may consider information provided via references provided for relevant projects, knowledge any selection committee member has of performance on relevant projects, and performance evaluations on GDOT projects. The Selection Committee will consider all factors in their totality and score from 0 to 5 when arriving at a final score for the Past Performance.

**VI. Instructions for Content and Preparation of Statements of Qualifications – Phase I Response**

The Statements of Qualifications must be submitted in accordance with the instructions provided in Section VI, must be categorized and numbered as outlined below, and must be responsive to all requested information:

**A. Minimum Requirements - Limited to two pages maximum (excluding any additional information provided to determine suitability for selection as called for in Section VI.A.3.a. through VI.A.3.e. and VI.A.4.)**

It is only required to submit the information below once and not once for each project as described in Section VIII.A.1. and VIII.A.2. This is general information and will not be scored but may be used to determine eligibility for selection.

1. Provide basic company information:
  - a. Company name.
  - b. Company address.
  - c. Name and all contact information (telephone number(s) and e-mail address) of primary proposing contact (this will be the individual with whom the Department will direct all communications).
  - d. Company website (if available).
  - e. If the firm has multiple offices, the qualification statement shall include information about the parent company and branch office separately.
  - f. Identify and provide addresses for the offices located in the State of Georgia and the number and disciplines of staff members employed in each office.
  - g. Provide form of ownership, including state of residency or incorporation, and number of years in business. Is the Offeror a sole proprietorship, partnership, corporation, limited liability corporation, or other structure?
2. Firms included on the current Federal list of firms suspended or debarred are not eligible for selection. Provide a statement that your Firm is not on the current Federal list of firms which are suspended or debarred – this information will be verified.
3. Firms which have any litigation, conflicts of interest, or financial information which may hinder their ability to perform or complete the project may be considered ineligible for selection. Firms should provide information specific to these areas as follows:
  - a. Has the firm or any affiliates been involved in any arbitration, litigation, mediation, dispute review board or other dispute resolution proceeding with a client, business partner, or government agency in the last ten years involving an amount in excess of \$500,000 related to performance on public infrastructure projects? If yes, provide any information which the Department should consider to determine if your firm is suitable for selection.
  - b. Are there any pending regulatory inquiries that could impact your ability to provide services if you are the selected consultant? If yes, provide any information which the Department should consider to determine if your firm is suitable for selection.
  - c. Are any team members/principals currently under indictment for any reason related to actions on public infrastructure projects? If yes, provide any information which the Department should consider to determine if your firm is suitable for selection.

- d. Provide a Statement of Disclosure, which will allow GDOT to evaluate possible conflicts of interest. Respondents must provide, in their own format, a statement of all potential legal or otherwise significant conflicts of interest possibly created by the respondents being considered in the selection process or by the respondent’s involvement in the project. Respondent firms should refer to the TIA Conflict of Interest Policy (attached herein as **Exhibit VI**). Respondents should provide information as to the nature of relationship(s) with parties in such potential conflict.
  - e. List the submitting firm’s annual average revenue for the past five (5) years. If you feel that any trends in the revenue may be concerning, provide any information which the Department should consider to determine if your firm is suitable for selection.
4. Has the firm ever been removed from a contract or failed to complete a contract as assigned due to cause or default? If yes, provide any information which the Department should consider to determine if your firm is suitable for selection.
  5. Complete the Certification Form (*Exhibit “II” enclosed with RFQ*), and provide a notarized original within the firm’s Statement of Qualifications. This is to be submitted for the Prime.
  6. Complete the Georgia Security and Immigration Compliance Act Affidavit form (*Exhibit “III” enclosed with RFQ*), and provide a notarized original within the firm’s Statement of Qualifications. This is to be submitted for the Prime.
  7. Volume of Work Previously Awarded - Provide information pertaining to the amount of work previously awarded to the prime consultant for the previous 18 months prior to the closing date of the advertisement. Use the format (or similar format with the same data) provided in **Exhibit VII**.

**B. Experience and Qualifications**

**It is required to submit the information below for each project in the manner prescribed in Section VIII.A.3.**

1. Provide information pertaining to the project manager including but not limited to:
  - a. Education.
  - b. Registration (if necessary and applicable.)
  - c. Relevant engineering experience.
  - d. Relevant project management experience for projects of similar complexity, size, scope, and function (no more than five (5) projects).
  - e. Any relevant experience utilizing GDOT specific processes, manuals, or guidance (Plan Development Process, Design Policy, Environmental Procedures Manual, etc.)
  - f. Provide a list of all GDOT projects on which the proposed project manager is currently committed, to enable the Department to ascertain the project manager’s availability. Utilize the following table format to provide the requested information:

Project Manager	PI/Project #	Current Phase of Project	Current Status of Project

**This information is limited to two pages maximum (excluding the table).**

2. Provide experience of key resources (refer to the Project Description in **Exhibit I**, specifically Section 7 for the list of key resources for each Project). For each key resource identified provide:



- a. Education.
- b. Registration (if necessary and applicable.)
- c. Relevant experience in the applicable resource area (on no more than three (3) of the most relevant projects).
- d. Any relevant experience utilizing GDOT specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual, etc.) which are specific to the key resource area.
- e. Area Classes - Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. Prime Consultants and their subconsultant team members must meet the Area Class requirements listed in **Exhibit I** for each project on which they apply. In regards to the required Area Classes, for each project/contract on which they apply, respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified.

**This information is limited to one page maximum for each key resource.**

- 3. Provide information on the prime’s experience and ability in delivering effective services for projects of similar complexity, size, scope, and function for the previous five (5) years. Describe no more than five (5) projects, in order of most relevant to least relevant, which demonstrate the firm’s capabilities to provide services for GDOT. For each project, the following information should be provided:
  - a. Client name, project location and dates during which services were performed.
  - b. Clear description of overall project and services performed by your firm.
  - c. Exact duration of project services provided by your firm, and overall project budget.
  - d. Any experience utilizing GDOT specific processes, manuals, or guidance (PDP, Design Policy, Environmental Procedures Manual, etc.)
  - e. Client(s) current contact information including contact names and telephone numbers.
  - f. Involvement of any of the Key Resources on the projects.

**This information is limited to two pages maximum.**

- 4. Provide information on the prime’s understanding of the TIA program and vision for how the firm will ensure success given the unique challenges.

**This information is limited to one page maximum.**

**C. Resources and Workload Capacity**

- 1. Provide information regarding the overall resources dedicated to delivering the specific project, including:
  - a. Organizational chart which identifies the project manager, key resources, and support personnel.
  - b. Identify and discuss the primary office which will be responsible for handling the specific project and the number and types of staff within the office and how this office location could benefit the project and promote efficiency.
  - c. Provide a table similar to the below which identifies the current GDOT projects the primary office is responsible for delivering (including other projects in this batch advertisement) to enable the Department to ascertain the available capacity.

PI/Project #	Project Description	Current Phase of Project	Current Status of Project

2. Provide a table similar to the below which identifies the current GDOT projects the Key Resources are responsible for delivering (including other projects in this batch advertisement) to enable the Department to ascertain the available capacity.

Key Resource Name	PI/Project #	Current Phase of Project	Current Status of Project

3. Provide information which details the usage of small businesses and DBEs proposed on the project.

**This information is limited to one page of text and one page for the organizational chart excluding the two tables.**

**VII. Instructions for Preparing Suitability and Past Performance Response – Phase II Response**

The following information will only be requested of the shortlisted firms. The Selection Committee will evaluate the shortlisted firms using the information provided as requested below (**NOTE: Scores from Phase I will be carried forward to Phase II**):

**A. Suitability**

**This information will be limited to a maximum of two (2) pages.**

Furnish information that may serve to differentiate your firm from other firms and evidence of the firm’s fit to the project and/or needs of GDOT, including:

1. Technical Approach to Delivering the Project
  - a. Provide any unique technical approaches your firm offers relative to addressing anticipated design concepts, use of any alternative methods for delivery (if applicable), and/or management of the project.
  - b. Unique challenges of the project and how your firm intends to mitigate these challenges, including quality control, quality assurance procedures.
2. Provide any specific qualifications, skills, and knowledge which your firm has, and location of the office which will be responsible for the project, which could benefit the project.

**B. Past Performance**

**No additional information should be submitted to fulfill this requirement. Information from the relevant projects listed as well as information on file with the Department will be used to fulfill this requirement.**

Past performance may be evaluated through the checking of project references for the proposed project manager as well as the firm. The Department will check these references at random. For this reason, attention should be paid to the references provided to ensure that the contact information provided is accurate and the individual references are reachable. Other past performance information which may be utilized includes GDOT consultant performance ratings as well as knowledge that any member of the Selection Committee has pertaining to the past performance of the firm on any project.

### **VIII. Instructions for Submittal for Phase I - Statements of Qualifications**

There are three submittals required as follows:

#### **A. Submittal #1**

Respondents should prepare One (1) complete original with one copy of all requested information. Submittal #1 should be stapled or bound together and organized in the following manner:

1. Provide one cover page for the overall submittal. No letter is required or desired. The cover page should list the RFQ number and title, as well as have the proposing firm's full legal name.
  - a. Attach the completed and notarized Certification Form (**Exhibit II enclosed with RFQ**) for the prime.
  - b. Attach the completed and notarized Georgia Security and Immigration Compliance Act Affidavit form (**Exhibit III enclosed with RFQ**) for the prime.
  - c. Attach any signed Addendum(s) as issued. All Addenda should be acknowledged by signing and including the first page.
  
2. One (1) original of the following Minimum Requirements should be provided (Limited to two pages excluding any additional information required and the Amount of Work Previously Awarded by GDOT table – The table and any required additional pages should be included directly after the first or second page (if utilized) of the Minimum Requirements Section):
  - a. Provide Basic Company Information.
  - b. Provide statement that Firm is not on the current Federal list of suspended or debarred firms.
  - c. Provide information regarding litigation, conflicts of interest and financial stability (NOTE: If you answer yes or provide information on conflicts of interest or financial information which may be viewed as concerning, provide any information which the Department should consider to determine if your firm is suitable for selection – these pages will not count toward the maximum page limit but should be kept to a minimum):
    - 1) Statement on arbitration, litigation, mediation, dispute review board or other dispute resolution proceeding with a client, business partner or government agency occurring during the last ten years involving an amount in excess of \$500,000 related to performance on public infrastructure projects.
    - 2) Statement on any pending regulatory inquiries that could impact your ability to provide services if you are the selected consultant.
    - 3) Statement on whether there any team members/principals currently under indictment for any reason related to actions on public infrastructure projects.
    - 4) Statement of Disclosure, which will allow GDOT to evaluate possible conflicts of interest.
    - 5) List the submitting firm's annual average revenue for the past five (5) years.
  - d. One (1) original of the table format provided in **Exhibit VII** pertaining to the amount of work previously awarded to the prime consultant by GDOT for the previous 18 months prior to the closing date of the advertisement.
  
3. One (1) original of the Experience and Qualifications should be provided for each project (if multiple projects are being sought, all pages for each specific project should be grouped together with the Resources/Workload Capacity):
  - a. **For the Experience and Qualifications, provide a cover page (cover page must list the RFQ # and title, firm name, and the applicable project number(s)) for each specific project along with the below required information. If multiple projects/contracts are being sought, each original should be grouped together by specific project.**

- b. Project Manager – This information is limited to two pages excluding the Project Manager availability table. Attach the table detailing project manager availability directly behind the Project Manager pages.
  - c. Experience of Key Resources – This information is limited to a maximum of one page for each key resource.
  - d. Prime's experience in delivering projects of similar complexity, size, scope, and function. This information is limited to a maximum of one page.
  - e. Provide the summary page of the team members which meet the required area classes. This must be specific to each project/contract.
4. One (1) original of the Resources/Workload Capacity should be provided for each project (if multiple projects are being sought, all pages for each specific project should be grouped together with the Experience and Qualifications) – This information is limited to the organization chart, one page of text, and the two tables:
- a. Provide organization chart.
  - b. Discuss the primary office which will be responsible for handling the specific project and the number and types of staff within the office and provide table which identifies the current GDOT projects the primary office is responsible for delivering (including other projects in this batch advertisement) to enable the Department to ascertain the available capacity.
  - c. Provide table which identifies the current GDOT projects the Key Resources are responsible for delivering (including other projects in this batch advertisement) to enable the Department to ascertain the available capacity.
  - d. Provide information which details the usage of small businesses and DBEs proposed on the project.

## B. Submittal #2

Respondents should prepare One (1) copy with all requested information, which will include additional copies of certain sections as directed below. This submittal should be either bound together utilizing a binder clip or in other manner which allows for it to be easily separated to be distributed to the evaluation committee and organized in the following manner:

1. Provide one cover page for the overall submittal. No letter is required or desired. The cover page should list the RFQ number and title, as well as have the proposing firm's full legal name.
  - a. Attach the completed and notarized Certification Form (**Exhibit II enclosed with RFQ**) for the prime.
  - b. Attach the completed and notarized Georgia Security and Immigration Compliance Act Affidavit form (**Exhibit III enclosed with RFQ**) for the prime.
  - c. Attach any signed Addendum(s) as issued. All Addenda should be acknowledged by signing and including the first page.
2. Three (3) copies of the following Minimum Requirements should be provided and each copy should be grouped together and stapled individually in the upper left hand corner (Limited to two pages excluding any additional information required and the Amount of Work Previously Awarded by GDOT table – The table and any required additional pages should be included directly after the first or second page (if utilized) of the Minimum Requirements Section):
  - a. Provide Basic Company Information.
  - b. Provide statement that Firm is not on the current Federal list of suspended or debarred firms.
  - c. Provide information regarding litigation, conflicts of interest and financial stability (NOTE: If you answer yes or provide information on conflicts of interest or financial information which may be viewed as concerning, provide any information which the Department should consider to determine if your firm is suitable for selection – these pages will not count toward the maximum page limit but should be kept to a minimum):
    - 1) Statement on arbitration, litigation, mediation, dispute review board or other dispute resolution proceeding with a client, business partner or government agency occurring during the last ten

- years involving an amount in excess of \$500,000 related to performance on public infrastructure projects.
- 2) Statement on any pending regulatory inquiries that could impact your ability to provide services if you are the selected consultant.
  - 3) Statement on whether there any team members/principals currently under indictment for any reason related to actions on public infrastructure projects.
  - 4) Statement of Disclosure, which will allow GDOT to evaluate possible conflicts of interest.
  - 5) List the submitting firm's annual average revenue for the past five (5) years.
- d. Table format provided in **Exhibit VII** pertaining to the amount of work previously awarded to the prime consultant by GDOT for the previous 18 months prior to the closing date of the advertisement.
3. Five (5) copies of the Experience and Qualifications should be provided and each copy should be grouped together and stapled individually in the upper left hand corner (if multiple projects are being sought, all pages for each specific project should be grouped together with Resources/Workload Capacity):
- a. **For the Experience and Qualifications, the five copies must be provided for each project/contract for which the submitting firm is pursuing. Provide a cover page (cover page must list the RFQ # and title, firm name, and the applicable project number(s)) for each of the five copies along with the below required information. If multiple projects/contracts are being sought, each copy should be stapled individually and the project/contract should be grouped together using a binder clip.**
  - b. Project Manager – This information is limited to two pages excluding the Project Manager availability table. Attach the table detailing project manager availability directly behind the Project Manager pages.
  - c. Experience of Key Resources – This information is limited to a maximum of one page for each key resource.
  - d. Prime's experience in delivering projects of similar complexity, size, scope, and function. This information is limited to a maximum of one page.
  - e. Provide the summary page of the team members which meet the required area classes. This must be specific to each projecft/contract.
4. Five (5) copies of the Resources/Workload Capacity should be provided for each project (if multiple projects are being sought, all pages for each specific project should be grouped together with the Experience and Qualifications) – This information is limited to the organization chart, one page of text, and the two tables:
- a. Provide organization chart.
  - b. Discuss the primary office which will be responsible for handling the specific project and the number and types of staff within the office and provide table which identifies the current GDOT projects the primary office is responsible for delivering (including other projects in this batch advertisement) to enable the Department to ascertain the available capacity.
  - c. Provide table which identifies the current GDOT projects the Key Resources are responsible for delivering (including other projects in this batch advertisement) to enable the Department to ascertain the available capacity.
  - d. Provide information which details the usage of small businesses and DBEs proposed on the project.

### C. Submittal #3

One complete copy must be provided via CD as a single .pdf file. The file name of the document on the CD should be the RFQ number and the Consultant Name (**RFQ 484-041913TIA** – Consultant Name). This submittal should be organized exactly as Submittal #1.

- D. Submittals must be typed on standard (8½" x 11") paper. The pages of the qualification submittals must be numbered. Responses are limited to the page counts indicated in each section and should be double-sided using a minimum of size 11 font. Each Statement of Qualifications shall be prepared simply and economically as indicated above. Fancy bindings, colored displays, and promotional materials are not desired. Emphasis must be on completeness, relevance, and clarity of content.

**NOTE:** Additional pages other than what has been specified above in each section **should not be included.**

Submittals must be sealed in an opaque envelope or box, and reference **RFQ 484-041913TIA and the words "STATEMENT OF QUALIFICATIONS"** must be clearly indicated on the outside of all of the envelopes or boxes. Statements of Qualifications **must be physically received by GDOT** prior to the deadline indicated in the Schedule of Events (*Section III of RFQ*) at the exact address below:

Georgia Department of Transportation (GDOT)  
Attention: Karen Mims  
Transportation Services Procurement  
One Georgia Center, 19<sup>th</sup> Floor  
600 West Peachtree Street, NW  
Atlanta, Georgia 30308

**No submittals will be accepted after the time and date set for receipt.**

Statements of Qualifications submitted via facsimile or e-mail will be rejected. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. GDOT is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of GDOT. Labeling information provided in submittals "proprietary" or "confidential", or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

GDOT reserves the right, in its sole discretion, to waive any technicalities associated with this submittal if deemed in the best interest of the State.

**E. Questions and Requests for Clarification**

Questions about any aspect of the RFQ, or the project, shall be submitted in writing via e-mail to: **Karen Mims, e-mail: [kmims@dot.ga.gov](mailto:kmims@dot.ga.gov)**. The deadlines for submission of questions relating to the RFQ are the times and dates shown in the (**Schedule of Events- Section III**). From the issue date of this solicitation until a successful proposer is selected and the award is made official and announced, respondents are subject to the Restriction of Communication in **Section I.B.**

**IX. Instructions for Submittal for Phase II - Suitability and Past Performance Response**

**THESE INSTRUCTIONS ARE INTENDED SOLELY FOR THOSE FIRMS IDENTIFIED AND NOTIFIED AS FINALISTS. Final Instructions will be provided to the Finalists in the notification.**

There are three (3) submittals required as follows:

**A. Submittal #1**

Respondents should prepare one (1) complete original with one copy of all requested information. **If the firm is a Finalist on multiple projects, provide a cover page (cover page must list the RFQ # and title, firm name, and the applicable project number(s)) for each specific project along with the below required information.** Submittal #1 should be stapled or bound together and organized in the following manner:

1. Provide one cover page for the overall submittal. No letter is required or desired. The cover page should list the RFQ number and title and should display it as a response to **Phase II**, as well as have the proposing firm's full legal name.
2. Furnish information that may serve to differentiate your firm from other firms and evidence of the firm's fit to the project and/or needs of GDOT, including:
  - a. Technical Approach to Delivering the Project.
  - b. Provide any unique technical approaches your firm offers relative to addressing anticipated design concepts, use of any alternative methods for delivery (if applicable), and/or management of the project.
  - c. Unique challenges of the project and how your firm intends to mitigate these challenges, including quality control, quality assurance procedures.
3. Provide any specific qualifications, skills, and knowledge which your firm has, and location of the office which will be responsible for the project, which could benefit the project.

**This information will be limited to a maximum of two (2) pages.**

#### **B. Submittal #2**

Respondents should prepare Five (5) copies with all requested information. **If the firm is a Finalist on multiple projects, provide a cover page (cover page must list the RFQ # and title, firm name, and the applicable project number(s)) for each specific project along with the below required information.** Submittal #2 should be either bound together utilizing a binder clip or in other manner which allows for it to be easily separated to be distributed to the evaluation committee and organized in the following manner:

1. Provide one cover page for the overall submittal. No letter is required or desired. The cover page should list the RFQ number and title and should display it as a response to **Phase II**, as well as have the proposing firm's full legal name.
2. Furnish information that may serve to differentiate your firm from other firms and evidence of the firm's fit to the project and/or needs of GDOT, including:
  - a. Technical Approach to Delivering the Project.
  - b. Provide any unique technical approaches your firm offers relative to addressing anticipated design concepts, use of any alternative methods for delivery (if applicable), and/or management of the project.
  - c. Unique challenges of the project and how your firm intends to mitigate these challenges, including quality control, quality assurance procedures.
3. Provide any specific qualifications, skills, and knowledge which your firm has, and location of the office which will be responsible for the project, which could benefit the project.

#### **C. Submittal #3**

One complete copy must be provided via CD as a single .pdf file. The file name of the document on the CD should be the RFQ number and **Phase II** Response, and the Consultant Name (**RFQ 484-041913TIA – Consultant Name**). This submittal should be organized exactly as Submittal #1.

- D. Submittals must be typed on standard (8½" x 11") paper. The pages of the qualification submittals must be numbered. Responses are limited to the page counts indicated in each section and should be double-sided using a minimum of size 11 font. Each **Phase II Response** shall be prepared simply and economically as indicated above. Fancy bindings, colored displays, and promotional materials are not desired. Emphasis must be on completeness, relevance, and clarity of content.

**NOTE:** Additional pages other than what has been specified above in each section **should not be included.**

Submittals must be sealed in an opaque envelope or box, and reference **RFQ 484-041913TIA and the words “PHASE II RESPONSE”** must be clearly indicated on the outside of all of the envelopes or boxes. Statements of Qualifications **must be physically received by GDOT** prior to the deadline indicated in the Notice to Finalists at the exact address below:

Georgia Department of Transportation (GDOT)  
Attention: Karen Mims  
Transportation Services Procurement  
One Georgia Center, 19<sup>th</sup> Floor  
600 West Peachtree Street, NW  
Atlanta, Georgia 30308

**No submittals will be accepted after the time and date set for receipt.**

Responses submitted via facsimile or e-mail will be rejected. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. GDOT is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of GDOT. Labeling information provided in submittals “proprietary” or “confidential”, or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

GDOT reserves the right, in its sole discretion, to waive any technicalities associated with this submittal if deemed in the best interest of the State.

**E. Questions and Requests for Clarification**

Questions about any aspect of the Phase II Response for Finalists, shall be submitted in writing via e-mail to: **Karen Mims, e-mail: [kmims@dot.ga.gov](mailto:kmims@dot.ga.gov), or as directed in the Notice to Finalists, if different.** The deadlines for submission of questions relating to the Phase II Response will be identified in the Notice to Finalists. From the issue date of this solicitation until a successful proposer is selected and the award is made official and announced, respondents are subject to the Restriction of Communication in **Section I.B.**

**X. GDOT Terms and Conditions**

**A. Statement of Agreement**

With the submission of a SOQ, the respondent agrees that he/she has carefully examined the Request for Qualifications, and agrees that it is the respondent’s responsibility to request clarification on any issues in any section of the Request for Qualifications with which the respondent disagrees or needs clarified. The respondent also understands that failure to mention these items during the question period or in the SOQ will be interpreted to mean that the respondent is in full agreement with the terms, conditions, specifications and requirements in the therein. With submission of a SOQ, the respondent hereby certifies: (a) that this SOQ is genuine and is not made in the interest or on behalf of any undisclosed person, firm, or corporation; (b) that respondent has not directly or indirectly included or solicited any other respondent to put in a false or insincere SOQ; (c) that respondent has not solicited or induced any person, firm, or corporation to refrain from sending a SOQ.

**B. Joint-Venture Proposals**

GDOT does not generally desire to enter into “joint-venture” agreements with multiple firms.

In the event two or more firms desire to “joint-venture”, it is strongly recommended that one incorporated firm propose and maintain status as the Program Management firm with the remaining firms participating as major firms. Any joint-venture, proposed and established as a separate business entity, should have its own set of books and supporting documentation sufficient for an audit trail. Transactions should be recorded consistent with the joint-venture agreement, and care must be taken to ensure that the joint-



venture bears its equitable share of the costs. Therefore, “unpopulated joint-ventures” would not have an adequate accounting system suitable for cost reimbursement contracts.

However more traditional “populated joint-ventures” are welcomed. A populated joint-venture is where an alliance is brought to life by infusing it with working capital, employees, and control systems. The alliance implements all necessary business systems, including payroll processing, purchasing, property control, etc. The alliance will develop its own indirect rate structure and calculates its own indirect cost rates, based on the direct and indirect costs it incurs.

### **C. Submittal Costs and Confidentiality**

All expenses for preparing and submitting responses are the sole cost of the respondent submitting the response. The Department is not obligated to any respondent to reimburse such expenses. All submittals upon receipt become the property of the Department. Labeling information provided in submittals as “proprietary” or “confidential”, or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until a final award.

### **D. Award Conditions**

This request is not an offer to contract or a solicitation of bids. This request and any proposal submitted in response, regardless of whether the proposal is determined to be the best proposal, is not binding upon the Department and does not obligate the Department to procure or contract for any services. Neither the Department nor any respondent submitting a response will be bound unless and until a written contract mutually accepted by both parties is negotiated as to its terms and conditions and is signed by the Department and a respondent containing such terms and conditions as are negotiated between those parties. The Department reserves the right to waive non-compliance with any requirements of this Request for Qualifications and to reject any or all proposals submitted in responses. Upon review of responses, the Department will determine the respondent(s) proposal that in the sole judgment of the Department is in the best interest of the Department (if any is so determined), with respect to the evaluation criteria stated herein. The Department then intends to conduct negotiations with such respondent(s) to determine if an acceptable contract may be reached.

### **E. Debriefings**

Debriefings may be allowed at the discretion of GDOT. Post-Award debriefings may be requested by a principal of the respondent, but will not be conducted until after the contract has been awarded. If a respondent is notified of non-selection at any time during the procurement process, a Pre-Award Debriefing may be requested.

### **F. Right to Cancel or Change RFQ**

GDOT reserves the right to cancel any and all Request for Qualifications where it is determined to be in the best interest of the Department to do so. GDOT reserves the right to increase, reduce, add or delete any item in this solicitation as deemed necessary.

It is the responsibility of all firms interested in submitting Statement of Qualifications (SOQs) for this advertisement to routinely check the posting on the Georgia Procurement Registry for any revisions to this RFQ.

### **G. Substitutions, Alternates, Exceptions, and Extensions**

No substitutions or alternates will be accepted for this solicitation. Any respondent submitting substitutions or alternates will be considered non-responsive and will not be considered for award.

**H. GDOT Code of Conduct Pertaining to Conflict of Interest in the Award and Administration of Contracts**

Pursuant to GDOT Policy 3A-17, any GDOT employee who leaves the employment of the Department and subsequently becomes employed with a consultant firm and whose duties while employed with the Department included the direct involvement with the negotiation, administration, or management of a contract in which the firm is either the primary consultant or a subconsultant **SHALL NOT** be authorized to work on that contract as employee of that firm.

Additionally, on July 1<sup>st</sup> of each year, any consultant firm that is under contract with the Department as a prime or sub consultant shall provide to the Department's Chief Procurement Officer (CPO) a current list of all former Department employees employed by the firm and a document that certifies the responsibilities of those employees as it relates to the current contracts with the Department. This certification document shall attest to the fact that over the last year no former Department employee that is employed by their firm has worked on a contract between the Department and their firm where that employee, when employed by the Department, had direct involvement with the selection, award and/or administration of the consultant contract. Any consultant firm entering into a contract with the Department for the first time as a prime or sub consultant shall provide the initial required list of former Department employees and certification prior to the contract effective date. If the Department's CPO determines at any point during a contract that an actual conflict exists as it relates to the above paragraph, then the CPO shall have the authority to issue a stop work order on that contract.

**EXHIBIT I-1**

Project/Contract 1

1. Project Numbers: 0008347
2. PI Numbers: 0008347
3. County(ies): Columbia
4. Description: Wrightsboro Road Improvements from SR 388/Lewiston Rd to SR 223/ Robinson Ave
5. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or subconsultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.01	Two-Lane or Multi-lane Rural Roadway Design
3.02	Two-Lane or Multi-lane urban Roadway Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
3.12	Hydraulic and Hydrological Studies (Roadway)
3.06	Traffic Operations Studies
3.07	Traffic Operations Design
5.02	Engineering Surveying
5.03	Geodetic Surveying
5.04	Aerial Photography
5.05	Photogrammetry
5.08	Overhead/Subsurface Utility Engineering (SUE)
6.01(a)	Soil Survey Studies
6.05	Hazardous Waste Site Assessment Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide survey, environmental, and design services which facilitate the improvement of the level of service of Wrightsboro Road via the use of facilities that support increased motor vehicle capacity, and manage access to and from the corridor; and, incorporate measures throughout the corridor to safely support pedestrians and bicyclists.

7. Related Key Resources:

- A. Roadway.
- B. Environmental.
- C. Survey.
- D. Subsurface Utility Engineering (SUE).

**EXHIBIT I-2**

Project/Contract 2

1. Project Numbers: 0011376
2. PI Numbers: 0011376
3. County(ies): Jefferson
4. Description: Convert Hoyt Braswell Road to Truck Route

5. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or subconsultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.01	Two-Lane or Multi-lane Rural Roadway Design
3.02	Two-Lane or Multi-lane urban Roadway Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
3.12	Hydraulic and Hydrological Studies (Roadway)
6.01(a)	Soil Survey Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide environmental and design services to facilitate the conversion of Hoyt Braswell Road to a Truck Route from US 1 to Kings Mill Road by widening existing lanes to 12' lanes and resurfacing.

7. Related Key Resources:

- A. Roadway.
- B. Environmental.

**EXHIBIT I-3**

Project/Contract 3

1. Project Numbers: 0008519
2. PI Numbers: 0008519
3. County(ies): Jenkins
4. Description: Widen SR 67 and Add Turn Lanes.

5. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or subconsultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.01	Two-Lane or Multi-lane Rural Roadway Design
3.02	Two-Lane or Multi-lane urban Roadway Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
3.12	Hydraulic and Hydrological Studies (Roadway)
5.08	Overhead/Subsurface Utility Engineering (SUE)
6.01(a)	Soil Survey Studies
6.05	Hazardous Waste Site Assessment Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide environmental and design services to facilitate minor widening on SR 67 in Millen from CR 54 (Old Sylvania) at mile post 14.74 to CR 218 (Industrial Park) at mile post 15.62. The proposed typical section would consist of one 12ft travel lane in each direction with a 14ft. flush median. The shoulders will consist of curb, gutter and sidewalk on each side.

7. Related Key Resources:

- A. Roadway.
- B. Environmental.
- C. Survey.
- D. SUE.

**EXHIBIT I-4**

Project/Contract 4

1. Project Numbers: 232020-, 0011403, 0011404
2. PI Numbers: 232020-, 0011403, 0011404
3. County(ies): Richmond
4. Description: 232020- Improvements to SR 104/Riverwatch Pkwy Median Barrier – Jones St to I-20  
 0011403 Riverwatch Parkway and Fury’s Ferry Road Intersection Improvements  
 0011404 Riverwatch Parkway and Stevens Creek Road Intersection Improvements
5. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or subconsultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant** **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.01	Two-Lane or Multi-lane Rural Roadway Design
3.02	Two-Lane or Multi-lane urban Roadway Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
5.02	Engineering Surveying
5.03	Geodetic Surveying
5.04	Aerial Photography
5.05	Photogrammetry
5.07	Cartography
6.01(a)	Soil Survey Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide:

- 232020- Survey, environmental and design services to facilitate construction of a median barrier from I-20 to Jones Street.
- 0011403 & 0011404 Environmental and design services to analyze, design, and facilitate construction appropriate treatments to improve the intersection of Riverwatch Parkway and Fury’s Ferry Road.

7. Related Key Resources:

- A. Roadway.
- B. Environmental.



**EXHIBIT I-5  
Project/Contract 5**

1. Project Numbers: 0011428
2. PI Numbers: 0011428
3. County(ies): Dooly
4. Description: US 41 – Passing Lanes and Traffic Signals
5. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or subconsultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.01	Two-Lane or Multi-lane Rural Roadway Design
3.02	Two-Lane or Multi-lane urban Roadway Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
3.06	Traffic Operations Studies
3.07	Traffic Operations Design
3.12	Hydraulic and Hydrological Studies (Roadway)
5.02	Engineering Surveying
5.03	Geodetic Surveying
5.04	Aerial Photography
5.05	Photogrammetry
6.01(a)	Soil Survey Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide environmental, survey, and design services to facilitate the construction of passing lanes and the installation of traffic signals at major intersections along US 41 from Houston County line to the Crisp County line.

7. Key Related Resources:

- A. Roadway.
- B. Environmental.

**EXHIBIT I-6**

Project/Contract 6

1. Project Numbers: 0011438
2. PI Numbers: 0011438
3. County(ies): Sumter
4. Description: Improvements to South Georgia Tech Parkway
5. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or subconsultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.01	Two-Lane or Multi-lane Rural Roadway Design
3.02	Two-Lane or Multi-lane urban Roadway Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
3.12	Hydraulic and Hydrological Studies (Roadway)
5.02	Engineering Surveying
5.03	Geodetic Surveying
5.05	Photogrammetry
6.01(a)	Soil Survey Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide survey, environmental, and design services to facilitate improvements on South Georgia Tech Parkway/Southerfield Road from Hwy 49 (east terminus) to US 19 (west terminus).

7. Key Related Resources:

- A. Roadway.
- B. Environmental.

**EXHIBIT I-7**

Project/Contract 7

1. Project Numbers: 0011440
2. PI Numbers: 0011440
3. County(ies): Talbot
4. Description: Pobiddy Rd Resurfacing and Improvements

5. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom GDOT will contract. The Team is defined as the Prime Consultant and their subconsultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or subconsultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all subconsultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.01	Two-Lane or Multi-lane Rural Roadway Design
3.02	Two-Lane or Multi-lane urban Roadway Design

B. The **Team** (either the Prime Consultant and/or one or more of their subconsultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
3.12	Hydraulic and Hydrological Studies (Roadway)
5.02	Engineering Surveying
5.03	Geodetic Surveying
6.01(a)	Soil Survey Studies
9.01	Erosion, Sedimentation, and Pollution Control Plan

6. Scope:

The Consultant shall provide survey, environmental and design services to facilitate resurfacing and improving 9.1 miles of Pobiddy Road.

7. Key Related Resources:

- A. Roadway.
- B. Environmental.

**EXHIBIT II**  
**CERTIFICATION FORM**

I, \_\_\_\_\_, being duly sworn, state that I am \_\_\_\_\_ (title) of \_\_\_\_\_ (firm) and hereby duly certify that I have read and understand the information presented in the attached proposal and any enclosure and exhibits thereto.

I further certify that to the best of my knowledge the information given in response to the Request for Qualifications is full, complete and truthful.

I further certify that the submitting firm and any principal employee of the submitting firm has not, in the immediately preceding five (5) years, been convicted of any crime of moral turpitude or any felony offense, nor has had their professional license suspended, revoked or been subjected to disciplinary proceedings.

I further certify that the submitting firm has not, in the immediately preceding five (5) years, been suspended or debarred from contracting with any federal, state or local government agency, and further, that the submitting firm is not now under consideration for suspension or debarment from any such agency.

I further certify that the submitting firm has not in the immediately preceding five (5) years been defaulted in any federal, state or local government agency contract and further, that the submitting firm is not now under any notice of intent to default on any such contract.

I acknowledge, agree and authorize, and certify that the proposer acknowledges, agrees and authorizes, that GDOT may, by means that either deems appropriate, determine the accuracy and truth of the information provided by the proposer and that the GDOT may contact any individual or entity named in the Statement of Qualifications for the purpose of verifying the information supplied therein.

I acknowledge and agree that all of the information contained in the Statement of Qualifications is submitted for the express purpose of inducing the GDOT to award a contract.

*A material false statement or omission made in conjunction with this proposal is sufficient cause for suspension or debarment from further contracts, or denial or rescission of any contract entered into based upon this proposal thereby precluding the firm from doing business with, or performing work for, the State of Georgia. In addition, such false statement or omission may subject the person and entity making the proposal to criminal prosecution under the laws of the State of Georgia of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001 or 1341.*

Sworn and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
NOTARY SEAL

EXHIBIT III

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Solicitation No. : RFQ-484-041913TIA

Solicitation Name: Engineering Design Services for TIA projects

Respondent's Name: \_\_\_\_\_

STATE OF GEORGIA  
CONSULTANT AFFIDAVIT

By executing this affidavit, the undersigned Consultant verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the Georgia Department of Transportation has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify,\* in accordance with the applicable provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned Consultant further agrees that it will continue to use the federal work authorization program throughout the contract period and, should it employ or contract with any subconsultant(s) in connection with the physical performance of services pursuant to this contract with the Georgia Department of Transportation, Consultant will secure from such subconsultant(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Subconsultant Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Consultant further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation at the time the subconsultant(s) is retained to perform such service.

\_\_\_\_\_  
EEV / E-Verify™ User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
BY: Authorized Officer or Agent  
(Contractor Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Authorized Officer or Agent of Consultant

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_

[NOTARY SEAL]

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

\*or any subsequent replacement operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

**EXHIBIT IV  
Area Class Summary Example**

Respondents should complete a table similar to the below and indicate by placing an “X” in the appropriate column indicating the firm which meets each required area class for each specific project with particular emphasis on the area classes which the Prime must hold as well as the subconsultants. The below table is a full listing of all area classes. Since no single advertisement would require every area class, Respondents should delete all the area classes which are not applicable to the project they are pursuing and only include the ones applicable. Particular attention should be paid to the date that consultants certificate expires.

Area Class #	Area Class Description	Prime Consultant Name	Sub-Consultant #1 Name	Sub-Consultant #2 Name	Sub-Consultant #3 Name	Sub-Consultant #4 Name	Sub-Consultant #5 Name	Sub-Consultant #6 Name
	<b>DBE – Yes/No -&gt;</b>							
	<b>Prequalification Expiration Date</b>							
1.01	Statewide Systems Planning							
1.02	Urban Area and Regional Transportation Planning							
1.03	Aviation Systems Planning							
1.04	Mass and Rapid Transportation Planning							
1.05	Alternate Systems Planning							
1.06(a)	NEPA							
1.06(b)	History							
1.06(c)	Air Quality							
1.06(d)	Noise							
1.06(e)	Ecology							
1.06(f)	Archaeology							
1.06(g)	Freshwater Aquatic Surveys							
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)							
1.08	Airport Master Planning (AMP)							
1.09	Location Studies							
1.10	Traffic Analysis							
1.11	Traffic and Toll Revenue Studies							
1.12	Major Investment Studies							
1.13	Non-Motorized transportation Planning							
2.01	Mass Transit Program (Systems Management)							
2.02	Mass Transit Feasibility and Technical Studies							
2.03	Mass Transit Vehicle and Propulsion System							
2.04	Mass Transit Controls, Communication and Information Systems							
2.05	Mass Transit Architectural Engineering							
2.06	Mass Transit Unique Structures							
2.07	Mass Transit Electrical and Mechanical System							
2.08	Mass Transit Operations Management and Support Services							
2.09	Airport Design (AD)							
2.10	Mass Transit Program (Systems Marketing)							
3.01	Two-Lane or Multi-lane Rural Roadway Design							
3.02	Two-Lane or Multi-lane urban Roadway Design							
3.03	Multi-Lane Urban Roadway Widening and Reconstruction							
3.04	Multi-lane Rural Interstate Limited Access Design							
3.05	Multi-lane Urban Interstate Limited Access Design							
3.06	Traffic Operations Studies							
3.07	Traffic Operations Design							
3.08	Landscape Architecture Design							
3.09	Traffic Control Systems Analysis, Design and Implementation							
3.10	Utility Coordination							
3.11	Architecture							

3.12	Hydraulic and Hydrological Studies (Roadway)							
3.13	Facilities for Bicycles and Pedestrians							
3.14	Historic Rehabilitation							
3.15	Highway and Outdoor Lighting							
3.16	Value Engineering (VE)							
3.17	Toll Facilities Infrastructure Design							
4.01	Minor Bridge Design							
4.02	Major Bridge Design							
4.04	Hydraulic and Hydrological Studies (Bridges)							
4.05	Bridge Inspection							
5.01	Land Surveying							
5.02	Engineering Surveying							
5.03	Geodetic Surveying							
5.04	Aerial Photography							
5.05	Photogrammetry							
5.06	Topographic Remote Sensing							
5.07	Cartography							
5.08	Overhead/Subsurface Utility Engineering (SUE)							
6.01(a)	Soil Survey Studies							
6.01(b)	Geological and Geophysical Studies							
6.02	Bridge Foundation Studies							
6.03	Hydraulic and Hydrologic Studies (Soils & Foundation)							
6.04(a)	Laboratory Testing of Roadway Construction Materials							
6.04(b)	Field Testing of Roadway Construction Materials							
6.05	Hazardous Waste Site Assessment Studies							
8.01	Construction Engineering and Supervision							
9.01	Erosion, Sedimentation, and Pollution Control Plan							
9.02	Rainfall and Runoff Reporting							
9.03	Field Inspection for Erosion Control							

EXHIBIT V

**RESOLUTION  
OF THE  
STATE TRANSPORTATION BOARD**

**WHEREAS**, In July 2012, The Citizens of Georgia will be voting on a referendum in each of the twelve special districts created pursuant to the Transportation Investment Act of 2010 ("TIA"); and

**WHEREAS**, upon passage of the referendum in any of the special Districts, the Georgia Department of Transportation ("Department") will contract with the Georgia State Financing and Investment Commission for the management of the budget, schedule, execution, and delivery of certain projects which are approved by the referendum; and

**WHEREAS**, The State Transportation Board ("Board") wishes to address and make any policies which may be needed to in order to ensure consistency and inclusion in the delivery and management of the approved projects; and

**WHEREAS**, the Board wishes to provide general guidance regarding the Department's selection and determination of whether projects should be designed and constructed by the Department, or by the local government or governments in the area of any specific project; and

**WHEREAS**, The Department currently has a Disadvantaged Business Enterprises ("DBE") program which is applicable to any federally aided projects that are undertaken by the Department which helps promote the participation of disadvantaged businesses in federally funded projects; and

**WHEREAS**, it is the Board's desires to encourage and promote the participation of groups such as small businesses, DBE's (including minority and woman owned businesses), and veteran owned businesses, in projects funded by TIA.

**WHEREAS**, it is the Board's desire that the selection of contractors and consultants for the projects is done in a non-discriminatory manner and that the Department takes measures to prevent discrimination in the delivery and management of TIA funded projects.

**NOW, THEREFORE, BE IT RESOLVED** that the Georgia Department of Transportation, acting by and through its Board, understands that the local governments of the State of Georgia are of vital importance to the state and its citizens and will give due consideration to local governments that wish to deliver projects from the approved project list.

**BE IT FURTHER RESOLVED** the Georgia Department of Transportation, acting by and through its Board shall ensure that the Department, and each recipient of



Exhibit V

funds pursuant to TIA, reaffirms its commitment to Title VI of the 1964 Civil Rights Act of nondiscrimination in the delivery and management of TIA funded projects.

**BE IT FURTHER RESOLVED** the Georgia Department of Transportation, acting by and through its Board shall, wherever practical and feasible, encourage the use of DBE's (including minority and woman owned businesses), small businesses, and veteran owned businesses in any project that is funded in whole or in part by TIA funds, and encourages wherever practical and feasible, the local government or governments that manage TIA funded projects to include the same in its delivery and management of a project.

Adopted by the State Transportation Board this 17<sup>th</sup> day of May, 2012.

Approved:



Keith Golden, Commissioner  
Georgia Department of Transportation



Rudy Bowen, Chairman  
State Transportation Board

Attest:

  
Elizabeth Osmon, Secretary  
State Transportation Board

# Transportation Investment Act of 2010 Consultant Services Conflict of Interest Policy

## Background/ Purpose

The Georgia Department of Transportation (GDOT) shall be employing services from qualified firm(s) or organization(s) for the implementation of the Transportation Investment Act of 2010 (TIA). The TIA program includes numerous projects to be designed and built in designated special districts under a management structure that involves the use of multiple private consulting firms in a variety of management and project delivery positions. Much of the work to be performed by the private consulting firms may extend into coordination, reporting, oversight and management of fiscal, technical, real estate, third party coordination, and other disciplines with varying levels of assistance from GDOT and other local agencies. The size of the program makes it more likely that individual firms will work in multiple special districts and may have preexisting work, local knowledge, or complex relationships that could appear to be prejudicial to their ability to act in an impartial manner. The activity level of the work in the TIA program may be on a large scale at particular times, making coincidental and inadvertent conflicts more likely.

While there are existing statutory and administrative regulations for State agencies regarding conflicts of interest which shall continue to govern the actions of GDOT (*a non exclusion list of key regulations are listed below*), the importance of the State's need to effectively manage and implement the TIA program necessitates that all parties recognize that conflicts may be more likely in this program, and that there be increased reasonable efforts to prevent, mitigate and, where feasible, remedy conflicts to the fullest extent possible.

## Non-Exclusive List of Regulations and Other Prescriptive Information regarding Conflict of Interest

- O.C.G.A 45-10-(1 through 24)
- FTA Procurement Circular 4220.1F
- 49 CFR 18.36(b)(3)
- 24 CFR Part 85, Section 85.36(b)(3)

## GDOT Policy in Soliciting and Administering Consulting Services for TIA

1. In soliciting consulting services, a responsibility shall be placed on the firm by the State to proactively identify and divulge to the State any known or discovered potential conflicts, both direct and indirect, and/or appearances of conflicts. The same responsibility shall carry forward, contractually, throughout the services provided to the State and/or local government. The State may take actions up to and including rendering firms non-responsive, and/or dismissal or disqualification when it determines firms have not been forthcoming. Upon being selected for services, consulting firms will be required to complete a Conflict of Interest Disclosure form prior to execution of the contract.
2. The State shall at all times reserve the right to judge/declare conflicts of interest in the program, and may take actions that it deems appropriate to eliminate conflicts of interest, to the extent allowable by law. For the TIA program, these actions may include warning to firms prior to services, interaction with firm and allowance of remedy, and/or immediate dismissal of

**Exhibit VI**

the firm's services. At no time shall a firm be allowed to continue services when known conflicts are present, without such actions being taken.

3. The State shall endeavor, in its actions concerning firm conflicts of interest, to be reasonable, consistent, and act in good faith in issuing notices, warnings, allowances of remedy, disqualifications, dismissals, and declarations of conflict of interest. Where a conflict(s) is identified by a firm, or where the State becomes aware of a conflict, it should be immediately reported and the firm must submit by affidavit a detail course of action that it shall take to remedy any identified conflict(s). A Conflict Committee of qualified persons shall be established, with members designated by the GDOT Commissioner, which will include appropriate State legal staff. The Conflict Committee will then determine whether the firm's proposed course of action for remedy is accepted or rejected or may cause actions resulting in dismissal in services currently being performed. In their evaluation of services being procured, Selection Committees for the procurements may make determinations in clear conflict cases, however they will be instructed to forward these determinations and any discovered "apparent" conflicts or questionable areas to the Conflict Committee for judgment and record.

**Requirements concerning Conflict of Interest**

1. The requirement that no contracting agency employee who participates in the procurement, management, or administration of contracts or subcontracts shall have, directly or indirectly, any financial or other personal interest in connection with such contract or subcontract.
2. The requirement that no person or entity performing services for a contracting agency in connection with a project shall have, directly or indirectly, any financial or other personal interest, other than employment or retention by the contracting agency, in any contract or subcontract in connection with such project.
3. The requirement that no person or entity performing services for a contracting agency in connection with a project shall have, directly or indirectly, any financial or other personal interest in any real property acquired for the project.
4. The requirement for appropriate organizational conflicts of interest provisions which address allowable roles and responsibilities associated with the procurement, management, and administration of contracts.

**Areas of Potential Conflicts**

1. Persons (officers or employees of private consulting firms) having a position of influence, financial interest or other interest in any other private business that provides goods or services for projects where that interest may be in direct conflict with the best interest of the project.
2. Persons associated with officers or employees of private consulting firms as described in subparagraph (1) above that may have a position of influence, financial or other interest in any other private business that provides goods or services. Such persons may be relatives, partners or those having a position of influence, financial or other interest in the private engineering firm. Employees and their immediate family members of GDOT or impacted local government who are in a position of influence for a project may not have any such a relationship with a participating firm.

**Exhibit VI**

3. Real Estate Conflicts relating to TIA projects that fall under the umbrella of the particular contract under procurement.
4. Impartiality of the Program Manager in administering the work. The Program Manager (Lead firm) shall have no position of influence, or financial or other interest in any consulting firm employed by the State or local government for the implementation or execution of any phase of any TIA project(s) on the Approved Investment List(s) within a special district.
5. Impartiality of any other team member (sub-consultant). The program management team shall maintain the highest level of transparency and accountability; therefore, at GDOT's discretion, sub consultants may be excluded from participation on any team for future TIA projects on the Approved Investment List(s) within a special district during the life of this contract. Such exclusions may be warranted in the event the presence of the contracted team member might provide an unfair advantage to a proposing team or teams for an advertised TIA project on the Approved Investment List(s) within a special district contract or present other conflicts.
6. Procurement activities. The Program Manager and their sub-consultants will not be allowed to be voting members of any qualifications-based evaluations and selection of project delivery activities for the TIA projects on the Approved Investment List(s) within a special district, other than to provide impartial assistance and facilitation of the procurement process.

