



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219-2000

Stephen Brich
Commissioner

February 14, 2018

ADDENDUM No. 1 FOR ALL OFFERORS:

Reference – Request for Proposal:	CD-20180201
Project Description:	Statewide Construction Project Closeout
Commodity:	Engineer Services, Professional (92533)
Location:	Statewide
RFP Dated:	February 01, 2018
Expression of Interest Due Date:	February 22, 2018 by 2:00 pm (no change)

Reference Request for Proposal (RFP) is amended as follows:

Page 27: The QUALIFICATIONS OF THE PROJECT MANAGER should state the QUALIFICATIONS OF THE FINAL RECORDS COORDINATOR

A revised Consultant Shortlist Scoresheet is **attached**. A Revised RFP **will not be published**. The Expression of Interest due date and all other information will remain the same.

Thank you for your interest in VDOT's Professional Service Consultant Procurement Program.

NISHANT M PATEL

Nishant M. Patel
Procurement Officer
Alternative Project Delivery

CONSULTANT SHORT LIST SCORE SHEET – FEDERALLY / STATE FUNDED PROJECT
(FOR PROFESSIONAL SERVICES)

DIVISION: _____

EOI NO.: _____

PROJECT: _____

FIRM: _____

DESCRIPTION: _____

SUBS: _____

DATE: _____

		NUMERICAL VALUE				AVG.	WEIGHT	WEIGHTED EVALUATION
FIRM/TEAM'S EXPERIENCE IN SIMILAR TYPE OF SERVICES (Expertise, experience and qualifications of team in providing services as related to the scope of services) (1=least, 10=most)		1-10					20%	
PERSONNEL'S EXPERIENCE IN SIMILAR TYPE OF SERVICES (Expertise, experience and qualifications of team in providing services as related to the scope of services) (1=least, 10=most)		1-10					25%	
QUALIFICATIONS OF THE FINAL RECORDS COORDINATOR (Expertise, experience and qualifications in project management as related to the scope of services) (1=least, 10=most)		1-10					25%	
ORGANIZATIONAL CAPABILITY (Ability to complete work in a timely manner, size of firm(s) relative to size of project, proposed project staff resources, proposed use of sub-consultants) (1=least, 10=most)		1-10					20%	
PRESENT WORKLOAD WITH DEPARTMENT (Dollar value of present outstanding fee including estimated pending contracts under negotiation. For limited services term contracts, include the amount of all task orders executed or under negotiation. Work being performed under the Public Private Transportation Act (PPTA) shall not be included. Work being performed as a prime, joint venture or sub-consultant on a Design-Build project shall be included.) † (Only Category C workload is counted on this selection*)	Above \$4,000,000	0					10%	
	3,500,001-4,000,000	1						
	3,000,001-3,500,000	2						
	2,500,001-3,000,000	3						
	2,000,001-2,500,000	4						
	1,500,001-2,000,000	5						
	1,000,001-1,500,000	6						
	750,001-1,000,000	7						
	500,001-750,000	8						
	250,001-500,000	9						
0-250,000	10							
							TOTAL	

*CATEGORIES OF WORKLOAD:

A - TERM SURVEYING AND UTILITY DESIGNATION/LOCATION CONTRACTS

B - PRELIMINARY ENGINEERING CONTRACTS - includes transportation planning and environmental studies, utility relocation and design, and roadway and bridge design.

C - CONSTRUCTION ENGINEERING CONTRACTS - includes construction inspection, preparation of final estimates..

D - OPERATION AND MAINTENANCE CONTRACTS - includes operation and maintenance of traffic management systems.

E - BRIDGE SAFETY INSPECTION CONTRACTS - includes bridge and traffic structure safety inspection.

† The outstanding workload of any certified DBE or SWaM prime and sub-consultant may be reduced up to \$4M and the remainder (>\$0) added to the team's total workload. When a DBE or SWaM firm graduates from the program, their workload incurred while a DBE or SWaM may be reduced up to \$4M for the next three years. Any new work obtained after graduating from the program will be counted.

In determining the final short list, the top ranked firms and their sub-consultants will have their VDOT Consultant Performance Reports reviewed and/or references checked.