

*State of Washington
Department of Transportation
Notice to Consultants
Transportation Pooled Fund Research Project*

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and considered for our Transportation Pooled Fund Research project. WSDOT may award one (1) or more agreements. The approximate dollar value of the consultant agreement will be one (1) million dollars. The agreement will be for four (4) years in duration with the option to extend if necessary.

Project Description

The pooled fund will address the current and future challenges to WSDOT projects from new EPA requirements associated with changes to the National Ambient Air Quality Standards (NAAQS) that will result in tighter emissions standards based on newly required near-road air quality. The combination of lower allowable emissions levels and the closer proximity of air quality monitors is expected to result in greater impacts and analysis requirements for WSDOT projects. WSDOT is required to demonstrate compliance with these NAAQS in order to be eligible for federal funding on many of their transportation projects. The pooled fund would develop tools, analysis, and other supporting materials to help WSDOT better prepare for the new requirements and address them, where necessary, to avoid project delays and related challenges. Following is an example of the work product expectations for the selected consultant:

- Assess potential for near-roadway barriers, e.g., sound walls and vegetative screens, to improve (downwind near-roadway air quality);
- Develop tools and best practices to identify projects or project criteria unlikely to be of air quality concern so detailed PM hot-spot analyses would not be needed;
- High use national real-world, near-road monitoring data to identify project situations where traffic volumes, fleet mix, and travel speeds do not result in air quality levels of concern;
- Build a package of best practices, tools, analysis methods and case studies that can be used for PM hot-spot analyses;
- Compare modeled vs measured near-road air quality for developing PM hot-spot best practices for modeling;
- Develop tools and best practices that could be used to exclude exceptional event-type data from PM hot-spot analyses;
- Develop a package of GIS-based tools for display/visualization of near-road hot-spot modeling results;
- Develop an information-exchange website for transportation/air quality planners and project analysts; and
- Assess how to optimize near-road modeling resources to account for uncertainty.

The Consultant selected will receive a Task Order agreement. Individual tasks will be negotiated as stand-alone assignments terminating when the task budget is exhausted or the task time frame has expired.

Evaluation Criteria

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for these services. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firms on Team;
2. Qualifications of Proposed Project Manager;
3. Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
4. Firm's Project Management System (Prime Consultant Only);
5. Project Delivery Approach; and
6. References/Past Performances (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested. All scoring criteria will be rated on a scale of 0 (Low) to 20 (High.)

Submittals

Consultants are invited to submit their Statement of Qualifications (SOQ) at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The SOQ should be submitted as separate Adobe Reader compatible (PDF) files and formatted as follows: submitted only on single sided typed 8.5" x 11" paper and with font size no smaller than 12 point. If charts and/or graphs are utilized text must be no smaller than 8 point.

Your SOQ submission must be broken into two (2) separate packets. Your SOQ "Packet A" must consist of:

- Your responses to scoring criteria 1 through 5; and
- Packet "A" is limited to 30 sheets, not including the front and back cover.

Your SOQ "Packet B" must consist of the following information only:

- Your letter of transmittal;
- Your response to scoring criteria 6;
- Your "Consultant Information" forms for you as the prime and all of your proposed sub-consultants; and
- Packet "B" has no page limitations.

The page limitation does not apply to the front and back covers of "Packet A" and all of "Packet B."

The SOQ shall meet the following requirements or may be deemed non-responsive and may not be eligible for consideration of this work:

- Title of the “Request for Qualifications,” and your firm clearly identified on the cover of the SOQ Packets “A” and “B”, and the letter of transmittal;
- SOQ broken into “Packet A” and “Packet B” as indicated above and submitted as separate pdf documents;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submission deadline submission date.

Faxed submissions will not be accepted. Submissions must arrive at the following email address no later than 4:00 pm (PST) on Tuesday, October 22, 2013.

CSOSubmittals@wsdot.wa.gov

NOTE: Submitters may want to consider setting your email to automatically receive a “Delivery/Read Receipt” for confirmation purposes. WSDOT will not accept or respond to inquiries of receipt by phone or email.

Multiple emails are acceptable due to file size limitations of 10MB per email.

Any questions regarding this solicitation process should be directed to the Consultant Services Office, at 360-705-7104.

Public Records

Any information contained in the response that is proprietary or confidential must be clearly designated. Marking of the entire submission as proprietary or confidential may be rejected as non-responsive.

To the extent consistent with chapter 42.56 RCW, the Public Disclosure Act, WSDOT shall maintain the confidentiality of Consultant’s information marked confidential or proprietary. If a request is made to view Consultant’s proprietary information, WSDOT will notify Consultant of the request and of the date that the records will be released to the requester unless Consultant obtains a court order enjoining that disclosure. If Consultant fails to obtain the court order enjoining disclosure, WSDOT will release the requested information on the date specified.

WSDOT’s sole responsibility shall be limited to maintaining the above data in a secure area and to notify Consultant of any request(s) for disclosure for so long as WSDOT retains Consultant’s information in WSDOT records per state law. Failure to so label such materials or failure to timely respond after notice of request for public disclosure has been given shall be deemed a waiver by Consultant of any claim that such materials are exempt from disclosure.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT’s “Disadvantaged Business Enterprise Program Plan.” The department encourages Office of Minority and Women’s Business Enterprises certified disadvantaged, minority, women-owned and small consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800- 833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Tuesday, September 24, 2013 and Tuesday, October 1, 2013.

Submittal Due Date: Sent by email stamp - 4:00 pm PST on Tuesday, October 22, 2013.