

*State of Washington
Department of Transportation
Notice to Consultants
Toll Division – Roadside System Implementation Support Q&A
5-4-2023, 2:00 PM*

Q - In Criteria 2, the title of the RFQ section is “Qualifications of Proposed Project Manager(s) and Deputy Project Manager(s)”, but the questions in sections 2A-2D only refer to the Project Manager. Could you please confirm that you would like us to respond to all questions (Criteria 2A-2D) for both the Project Manager and the Deputy Project Manager?

A – Thank you for clarifying and yes please respond to section 2A-2D for both the Project Manager and Deputy Project Manager.

Q - For Scoring Criteria 6: References/Past Performances (Prime Consultant and Key Sub-Consultants). Could you please confirm if we can provide a maximum of 3-5 performance evaluations in total, or 3-5 performance evaluations per firm?

A – Please provide 3-5 for each firm proposed on the project.

Q - Regarding the WSDOT provided form for Performance Evaluations for Non-WSDOT projects, referenced in Scoring Criteria 6, one of our clients seeks to clarify evaluation question #6. Does “project management system” refer to how the consultant manages its contract with the client, or how the consultant helps the client manage its other contracts/projects?

A – We are looking for feedback on how well the consultant managed it’s project management system.

Q - Scoring criteria 5, part C lists “Provide assumptions for work breakdown structure, e.g. WSDOT vs. Consultant deliverables.” Please confirm, is WSDOT seeking response about the process of how GTC and WSDOT responsibilities will be identified? Or is WSDOT looking for something different such as lists of anticipated tasks across the respective areas of scope (often referred to as work breakdown structure)?

A – WSDOT is looking for an anticipated work breakdown structure.

Q - On page 6 of 14, the RFQ states:

“After the submittal review, firms will be short-listed and invited to interview. The interview score will be based on the team’s ability to demonstrate their combined experience, capabilities, and approach to deliver the program. Final selection from short listed firms shall be made based upon:

☐ Interview/additional qualifying information scoring only.



☐ Combined results of the submittal and the interview/additional qualifying information scoring. 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.”

Could you please clarify which of these two boxes is meant to be checked off? Or if both boxes are meant to be checked off?

A - Thank you for clarifying, we plan to use the combined results option.

Q - Page 6 of 14 of the RFQ mentions that short-listed firms will be invited to interview. Do you have a potential interview date/schedule that you can share?

A – Not currently.

Q - As part of the “Submittal Information” tab, at the bottom of the [WSDOT opportunity site](#) for “2023 Roadside System Implementation Support”, there is a list of the required forms for this RFQ. One of those forms is the “Proposed Billing Rates” form. However, this form is not referenced anywhere in the RFQ. Could you please confirm that this form is not required for this opportunity?

A – The proposed billing rates form was added to the required forms in error, please disregard.

Q - As part of the “Submittal Information” tab, at the bottom of the [WSDOT opportunity site](#) for “2023 Roadside System Implementation Support”, there is a list of the required forms for this RFQ. One of those forms is the “Wage Theft Prevention Contractor Certification - Professional Services” form. However, this form is not referenced anywhere in the RFQ. Could you please confirm that this form is not required for this opportunity?

A – The wage theft form was added to the required forms in error, please disregard.