

**Scoring Criteria 1: Qualifications/Expertise of Proposed DRB Member**

Min pts 0 : Max pts 75

- A. Include the following items:  
Provide up to three examples for the proposed DRB Member that demonstrates his/her prior experience as part of disputes resolution board for Transportation Construction or similar projects. Include the date(s) of each project; the name of the client/organization for each project; a list of the overall construction amount of the project.
- B. Include the following items:  
Provide a brief resume outlining your experience and expertise in any or all of the following areas:
- Highway Construction: Identify past experience, qualifications/expertise in major highway design and construction; concrete and steel structures; geotechnical studies; project scheduling; tunnel construction and systems including fire and life safety; etc. Include Design Build experience if applicable.
  - Environmental Construction: Identify past experience, qualifications/expertise in major environmental construction, stream restoration and habitat enhancement and restoration, wetland restoration and planting procedures, etc.
  - Terminal Construction and/or Ferries Construction for WSF: Identify past experience, qualifications/expertise in major multi-modal facility design and construction, concrete and steel structures in marine environment, geotechnical studies, operating systems, etc.
  - Tolling Facilities Construction: Identify past experience, qualifications/expertise in installation, design, operations, and maintenance of highway tolling facilities, hot lanes, etc.
- C. Include the following items:  
**Demonstrate the proposed DRB Member's familiarity with relevant state and federal regulations and/or procedures.**
- D. Include the following items:  
Provide a listing of any training in arbitration, disputes resolution or related work which you have provided to others and/or which you have taken. Please list type of training, date(s) of training and the training organization.
- E. Include the following items:  
Provide listing of professional licenses/accreditations for the proposed DRB Member; include the year that each license/accreditation was received. Please include the licenses that were obtained in the State of Washington only.

**Scoring Criteria 2: Firm's Project Management**

Min pts 0: Max pts 25

- A. Include the following items:
- **Describe your firm's tracking system(s) to monitor the budget and/or scope** of your services;

- Describe your firm's process for interacting with your internal project team, if any; and
- Describe your firm's ability to provide interaction with your client, other board members, and/or stakeholders.

**Scoring Criteria 3: References/Past Performances**

Min pts 0 : Max pts 0

A. Include the following items:

Provide a minimum of three (3) with a maximum of five (5) performance evaluations for either WSDOT projects, Non-WSDOT projects, Contractor Member projects or a combination thereof that are either currently active projects or that has a project completion date within the last three (3) years.

Note: Because this advertisement is open until further notice, please do not submit your Statement of Qualifications until you have your WSDOT Performance Evaluations and/or Non-WSDOT project Performance Evaluations completed.

***Performance Evaluations on WSDOT projects:***

If you wish to have a Performance Evaluation completed on a WSDOT project for which you were a State or Third Party Member, please contact Meg Blau, [blaum@wsdot.wa.gov](mailto:blaum@wsdot.wa.gov), and request completion of WSDOT's internal Filemaker Pro form 272-019 "Performance Evaluations – Consultant Services" for the specific recent project desired. Do not request this form for Contractor Member evaluations.

***Performance Evaluations for Non-WSDOT projects:***

If your firm does not have performance evaluations on file with WSDOT or you were a **Contractor's Member on a WSDOT project**, it is necessary to have an evaluation of past performance completed by a client. We will not accept your client's version of a performance evaluation form. The WSDOT version of the evaluation form may be obtained by clicking on the link "Performance Evaluation Completed by Reference" which can be found on the main web page for this advertisement. WSDOT project Contractor Members: Request the Contractor fill out this form for you.