April 5, 2013

TO:      Keith Metcalf, Eastern Region
         Dan Sarles, North Central Region
         Lorena Eng, Northwest Region
         Kevin Dayton, Olympic Region
         Don Whitehouse, South Central Region
         Donald Wagner, Southwest Region
         Craig Stone, Toll Division Director
         Nancy Boyd, CRC
         Linea Laird, AWV Program Administrator
         Julie Meredith, SR 520 Program Director

FROM:  J. C. Lenzi, Chief Engineer
       Assistant Secretary of Engineering & Regional Operations
       (360) 705-7032

SUBJECT: Project Delivery Memo #13-01 – Second Tier Competition

PURPOSE AND DIRECTION

Background

The intent of this Project Delivery memo is to formalize the use of second tier competition when selecting firms to perform work from Consultant Services on-call rosters. I want to also recognize that many of you have already been employing second tier competition when selecting consulting firms to perform various work for the department.

Attached are the formal procedures that detail the use of Second Tier competition when utilizing consultants from WSDOT’s on-call consultant rosters.

Projects Affected

Each project shall utilize the attached procedures where consultants are expected to be utilized to perform work using the WSDOT on-call consultant rosters.

ACTIONS REQUIRED

Development Division
Revise affected Consultant Procedures Manual to include the attached procedures.

Regions/Modes
Effective immediately utilize the attached procedures.
JCL/PBIII/rsz

Attachment

cc: Region Project Development Engineers  
    Region Construction Engineers  
    Region Program Managers  
    Region Traffic Engineers  
    Pasco Bakotich  
    Jeff Carpenter  
    John Nisbet  
    John Milton  
    Jay Alexander  
    Jugesh Kapur  
    Brenda Nnami  
    Don Petersen, FHWA