

Scoring Criteria 1: Qualifications/Expertise of Firm

Min pts 0 : Max pts 20

- A. Include the following items:
- List the type(s) of expertise that your firm can provide;
 - How long has your firm provided these type(s) of expertise;
 - For your firm, provide the number of employees within the state of Washington (including the Greater Portland Metropolitan Area.) Also, provide the number of employees that your firm has nationwide; and
 - Provide an organization chart of your firm and include the respective roles that each team member will provide.
- B. Include the following items:
Provide table identifying current availability of the proposed staff and resources for each. The availability of staff must be identified as hours available per month for the length of the project, not in percentages of time available.
- C. Include the following items:
Provide a list of up to three (3) projects that your firm has completed within the last three (3) years. The project(s) must demonstrate the required expertise needed for this project. Include the work/services provided on the project(s) and the approximate amount received for each project.

Scoring Criteria 2: Qualifications of Proposed Chemical Expert

Min pts 0 : Max pts 20

- A. Include the following items:
Provide up to three (3) examples for your proposed Chemical Expert that demonstrates his/her prior experience as a Chemist on WSDOT or similar projects. Include the date(s) of each project; the name of the client/organization for each project; list the your proposed Chemical Expert's responsibilities and tasks on each project.
- B. Include the following items:
Demonstrate your Chemical Expert's familiarity with relevant state and federal regulations and/or procedures.
- C. Include the following items:
Provide up to three (3) examples for your proposed Chemical Expert's ability to manage all of the following within a project:
- Project schedule;
 - Scope of work/scope creep;
 - Budget issues; and
 - Changes that arise throughout the life of the project.

D. Include the following items:

Provide listing of professional licenses/accreditations for your proposed Chemical Expert; include the year that each license/accreditation was received. Please include the licenses that were obtained in the State of Washington only.

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, or a combination of both that are either currently active projects or that has a project completion date within the last three (3) years. These must be included in your Packet B.

Performance Evaluations on WSDOT projects:

If you wish to have a Performance Evaluation completed on a WSDOT project, please contact the WSDOT project manager and have them complete WSDOT's internal Filemaker Pro form 272-019 "Performance Evaluations – Consultant Services."

Performance Evaluations for Non-WSDOT projects:

If your firm does not have performance evaluations with WSDOT, it is necessary to have an evaluation of past performance completed by a client. You are required to use the WSDOT provided form and have it completed by your client. We will not accept your client 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.