



April 5, 2013

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FROM: *JCL* J. C. Lenzi, Chief Engineer  
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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.

Keith Metcalf et al.  
April 5, 2013  
Page 2

JCL/PBIII/rsz

Attachment

cc: Region Project Development Engineers  
Region Construction Engineers  
Region Program Managers  
Region Traffic Engineers  
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John Milton  
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