

IDAHO TRANSPORTATION DEPARTMENT

**ADDENDUM NO. 1
TO
REQUEST FOR PROPOSALS**

FOR

KNs 20171 20470

LABORATORY & FIELD TESTING SERVICES

KASOTA IC TO BURLEY IC WBL & EBL, MINIDOKA

Please see the revised Criteria.

All other provisions of the request remain unchanged.

Dated: January 17, 2023

Please remove ALL existing criteria and insert the following:

**CRITERIA 1 - PROJECT MANAGER
(Weight 3) (Complete for Lead Consultant Project Manager Only)**

- Identify the Project Manager who will be responsible for the quality, timeliness and delivery of the consultant's work, and for ensuring that adequate personnel and other resources are available for this project.
- Provide a brief summary of education, experience, and qualifications pertaining to the management of this project. List all projects that the Project Manager is currently managing, and the percent of time spent by him/her on each of those projects. Include estimated completion date for each of those projects. Identify availability.
- Describe the Project Manager's experience assisting State or Local agencies with contract administration and project close out.

**CRITERIA 2 - LEAD TESTER/INSPECTOR ONSITE
(Weight 4) (Complete for the Lead Inspector only)**

- Identify the Lead Tester/Inspector to be assigned to the project and describe the duties and qualifications (WAQTC & IQP) on this project.
- List the CE&I experience and role that this individual has had on state and local Federal-aid roadway construction projects. List that experience on the 5-year CE&I Project Log included in this solicitation. Include the estimated percentage of time spent on each completed Federal-aid construction project.
- List all projects that the Lead Tester/ Inspector is currently working on and the percent of time spent by him/her on each of those projects. Include estimated completion date for each of those projects. Identify availability.

**CRITERIA 3 – KEY PERSONNEL ASSIGNED TO THE PROJECT
(Weight 4) (Complete for Consultant and each Sub-consultant)**

- Identify the key personnel to be assigned to the project. Describe each person's role, duties and qualifications (WAQTC & IQP) on this project. Include their office and lab location.
- Key personnel should have direct applicable inspection and testing experience in working on state and local Federal-aid construction projects within the last five (5) years. List that experience.
- Include Idaho professional registration (if applicable) for each person identified.

List all projects that the key personnel are currently assigned to and the percent of time spent by him/her on each of those projects. Include estimated completion date for each of those projects. Identify availability.

**CRITERIA 4 – COMPANY EXPERIENCE WITH
SOFTWARE EXPERIENCE
(Weight 3)**

Describe the Consultant's experience with ProjectWise, AASHTOware, D4's MTR and MSR spreadsheets. Include what projects you have used them on as well as the roles and responsibilities you have had with this software. Be specific about who on your proposed team has experience and what experience they have.

**CRITERIA 5 – DOCUMENT CONTROL & CLOSE-OUT
(Weight 2)**

Describe the Consultant's procedures for scope change control, schedule and cost control and quality control. This should include a description of the Consultant's control measures regarding the Sub consultant's project related work and the ability to close-out the project in a timely and cost-effective manner.

List construction projects that have been closed out to Federal-aid standards in the last five (5) years.