



OKLAHOMA DEPARTMENT OF TRANSPORTATION

**Project Management Division
200 N.E. 21st Street
Oklahoma City, OK 73105-3204
Division Phone: (405) 522-7601**

Division FAX: (405) 522-7612

DATE: August 11, 2008
TO: Consulting Engineering Companies
FROM: Betty Thomas, Project Management Division
SUBJECT: Solicitation of Interest

At this time, the Department is soliciting the services of consulting engineering companies to provide Bridge Paint Inspections, NESHAP Investigation/Analysis & Project Design/Air Monitoring, Lead-Based Paint Surveys, Indoor Air Quality Assessments, OPDES Program Development/Refinement, Wetland Mitigation Proposals, Development of a Wetland Mitigation Bank, Environmental Studies, Off System Bridge Inspection, Land Survey, Survey Mapping, Hydraulic/Hydrology Analysis, On-Demand Engineering Services, Preliminary Engineering and Preparation of Construction Plans for projects identified by the ODOT within limits of the State of Oklahoma. These services require qualifications, expertise, experience and/or equipment that are of a highly specialized nature. Please find attached a comprehensive list of projects and descriptions for which the Department is seeking the noted services.

Contact Person: Bob Rose (580) 255-7586

RESPONSE PACKET 1		
Services Description: Bridge Paint Inspection		
EC-1226		The successful Consulting Firms will perform a level of service which may include construction survey, construction inspection, construction management, construction materials acceptance testing, and project audit and clerical services. These services may be requested individually or packaged to provide a complete Resident Engineer's Office. The consultant will provide all necessary equipment, vehicles, office space, engineering, managerial, clerical and sampling/testing personnel as required to adequately staff a residency office. The selected consultant engineering firms will provide technically competent and appropriately qualified personnel to perform these services. Key consultant personnel shall have prior construction experience in their assigned areas of responsibility.
Expected Contracts	2 to 3	
ODOT Division	Multiple	
County	Statewide	

<p>Job Piece No.</p>	<p>Task Order</p>	<p>The selected consultant firm will be required to manage assigned construction contracts in accordance with the plans, specifications, standards, construction control directives and associated manuals. Duties of the consultants will include, but not be limited to, the following items:</p> <ul style="list-style-type: none"> • Hold all meetings and conferences. Develop and circulate copies of minutes for each meeting. • Review the contractors' work progress and make recommendations to ODOT as required for contract compliance. • Monitor and document daily construction progress (on-site inspection). • Maintain construction files to ODOT standards. • Initiate and approve progressive estimate payments to the contractor. • Perform material sampling/testing as required for contract compliance. • Conduct construction surveys. • Verify the correct placement of relocated utilities. • Review and evaluate contractors' modification requests and make recommendations to ODOT. • Monitor construction for compliance with specifications and regulations including checking of approved containment systems. • Review all required testing prior to work beginning and verify proper paint preparation methods. • Reviewing contractor's post painting procedures and required testing and permits. <p>In addition the consulting firms should meet the following requirements:</p> <ul style="list-style-type: none"> • Have a minimum of three years of previous experience in providing bridge painting inspection services with surface preparation and coating application including experience with environmental and worker monitoring on industrial lead paint removal projects. • The lead inspector will be trained in lead-based paint removal and have at least one year experience in performing environmental and/or worker exposure monitoring on industrial de-leading projects. • Professional Engineer licensed to practice in the State of Oklahoma. • Familiar with SSPC (Society for Protective Coatings) Guide 6. • Familiar with Oklahoma Dept. of Environmental Quality (ODEQ) regulations for paint coatings and Lead paint removal/disposal. • Familiar with EPA regulations for paint coatings and Lead paint removal/disposal. • Personnel Trained in Hazardous Waste Disposal (capable of entering containment areas). • Oklahoma Highway Construction Materials Technician Certification Board (for the non-paint related features). <ul style="list-style-type: none"> ○ Cert. Lab Technician ○ Cert. Sampling Technician <p>It is the intent that the selected consultant firm will limit the involvement of ODOT to the absolute minimum during the construction phase. All management and inspection services conducted by the consultant firm will be used to verify compliance with the plans and specifications and will be performed in accordance with ODOT and Federal Highway Administration policies and procedures as required in the construction documents. The selected consultant firm will be required to obtain a license and utilize and utilize SiteManager Support Software.</p>
-----------------------------	--------------------------	---

Contact Person: **Jeri Anderson** (405) 522-8009

RESPONSE PACKET 2		
Services Description: NESHAP Investigation/Analysis & Project Design/Air Monitoring, Lead-Based Paint Surveys, Indoor Air Quality Assessments		
EC-1227		<p>The successful Consulting Firms will be responsible for NESHAP site investigations, writing project designs, and performing air monitoring on State owned properties at selected locations statewide. Occasional Lead-Based Paint Surveys and Indoor Air Quality Assessments may also be tasked on a case-by-case basis.</p> <p>Interested firms should have a minimum of three (3) years experience, conducted 20 NESHAP inspections, and written at least ten (10) project designs. Qualifications and experience in Lead-Based Paint Surveys and Indoor Air Quality Assessments should also be documented.</p>
Expected Contracts	2	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

Contact Person: **Michelle Dolan** (405) 521-6771

RESPONSE PACKET 3		
Services Description: OPDES Program Development/Refinement		
EC-1228		<p>The successful Consulting Firm will assist the Department in compliance with Stormwater regulations, including Stormwater Management Program development, implementation and reporting. This could include developing manuals, training programs, data collection and data management. Knowledge of ODEQ and EPA Region 6 Stormwater Regulations is required.</p>
Expected Contracts	1	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

RESPONSE PACKET 4		
Services Description: Wetland Mitigation Proposals		
EC-1229		<p>The successful Consulting Firms will be responsible for developing Wetland Mitigation Proposals for various projects. The Wetland Mitigation Proposals will be for site specific project mitigation requirements driven under Section 404/401 of the Clean Water Act and other federal and State laws and regulations.</p> <p>In addition the following tasks may be required:</p> <ul style="list-style-type: none"> • Identification of current wetlands banks, held either privately or publicly, within the State. Clarification of whether or not credits can be purchased from these banks. • Identification of large tracts (500 acres or more) of property, that are currently on the market, that could possibly meet the criteria for developing future wetlands banking sites for the purposes of restoration & creation activities. The scope of services needs to define the criteria that would meet the approval of the USACOE and USFWS. • Identification of smaller tracts (160 acres or less) of property that are currently on the market that could possibly meet the criteria for preservation of existing wetlands. The scope of services needs to define the criteria that would meet the approval of the USACOE and USFWS. • Using either the format for the "Level III Ecoregions & Watershed Basins In Oklahoma" map or Microstation format, depict the identified locations on a map. This will facilitate overlaying new data with existing data. Obtain an electronic copy of the Ecoregion Map in order to determine what information is already available, such as; existing ODWC sites, existing USFWS sites, etc., in order to avoid duplication of effort. • Define the remainder of the deliverables; a report for the identification / description of the sites depicted on the map, listing documentation, property descriptions, deeds & / or assessors information, public agency contacts, private entity contacts, etc. <p>Any person, company, or entity (governmental or private non-profit) wishing to submit a proposal must possess the necessary credentials and educational experience in wetland science or closely related field. Copies of such credentials and/or educational experience must be submitted along with the request for proposal. Failure to submit all necessary documentation may result in delay of consideration of such proposal or possible proposal rejection.</p>
Expected Contracts	2	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

RESPONSE PACKET 5		
Services Description: Development of a Wetland Mitigation Bank		
EC-1230	<p>The successful Consulting Firms will be responsible for developing a Wetland Mitigation Bank. This Wetland Mitigation Bank is for the existing 708 Acres of land owned by ODOT, adjacent along the Verdigris River, located in Sections 2, 10, and 11, Township 26 North, Range 16 East, I.M., Nowata County, Oklahoma.</p>	
Expected Contracts		1
ODOT Division		8
County		Nowata
Job Piece No.	Task Order	<p>The purpose of the Verdigris River Mitigation Bank (VRMB) is to provide a source for off-site compensatory mitigation for unavoidable adverse impacts to wetlands and other waters of the United States in the VRMB's service area resulting from USACE-authorized activities under Section 404 of the Clean Water Act or Section 10 of the Rivers and Harbors Act. The goals of the VRMB are to:</p> <ul style="list-style-type: none"> • Provide for the replacement of the chemical, physical, and biological functions of wetlands and other aquatic resources that are lost or degraded as a result of USACE-authorized impacts, • Provide USACE permit applicants greater flexibility in compensating for unavoidable adverse impacts to the aquatic ecosystem after appropriate and practicable measures have been taken to avoid and minimize project-related impacts on-site and after practicable compensation has been conducted on- or near- site shown not to be in the best interest of the environment, particularly when those impacts would be relatively minor, • Provide more extensive, higher quality, and more cost-effective enhancement and protection of wetlands and other aquatic resources over that typically achieved by other forms of compensatory mitigation for activities that have minor adverse impacts on the aquatic ecosystem, and • Enhance and preserve native, self-sustaining habitat types historically characteristic of the area and that best represent the natural vegetation and forest conditions (i.e., soils, climate, hydrology, fire, etc.) for this region. <p>The consultant shall</p> <ul style="list-style-type: none"> • Develop preliminary plans for the 708 Acre Site to meet the goals VRMB described above. Coordinate with the Department and USACE in establishing the number of credits and the mitigation ratio for the plans and the completing the Mitigation Instrument. • Once the plans have been approved, develop final plans ready to be let for construction of the VRMB. • Monitor the construction of the VRMB to ensure that construction activities mirror the design plans as well items established in the Mitigation Instrument. • Provide Annual Progress Report for each calendar year by January 31 of the following year for the first five years after the Mitigation Banking Instrument is signed or until the performance standards are met, whichever is later. The report shall contain the requirements outlined in the Instrument. <p>Any person, company, or entity (governmental or private non-profit) wishing to submit a proposal must possess the necessary credentials and educational experience in wetland science or closely related field. Copies of such credentials and/or educational experience must be submitted along with the request for proposal. Failure to submit all necessary documentation may result in delay of consideration of such proposal or possible proposal rejection.</p>

Contact Person: **Siv Sundaram** (405) 522-3791

RESPONSE PACKET 6		
Services Description: Environmental Studies		
EC-1231		The successful Consulting Firms will be required to complete Environmental Studies and Coordination on County Improvement of Roads and Bridges Statewide. The Consultant will be responsible for all specialist studies required under NEPA, any public involvement required, and preparing the appropriate environmental clearance documents. ODOT will perform any interagency coordination required for this project.
Expected Contracts	8	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

Contact Person: **Walt Peters** (405) 521-2606

RESPONSE PACKET 7		
Services Description: Off System Bridge Inspection		
EC-1232		The successful Consulting Firms will be qualified for providing routine off system bridge safety inspections using PONTIS for multiple bridge locations throughout the state including 16,060 bridges all 77 counties and approximately 50 cities. Once qualified by the Department, the consultants will be placed on the qualified list which the cities and counties will use to select who they want to do their inspections.
Expected Contracts	10 to 16	
ODOT Division	Multiple	
County	Statewide	<p>The Consultant must provide the following qualifications: Reference CFR 650 Subpart C – National Bridge Inspection Standards.</p> <p>(1) Program Manager – The Program Manager must be a Professional Engineer who is registered in the State of Oklahoma and is knowledgeable in the field of Bridge Inspection. The Program Manager must have completed the two week NHI Course No. 130055 (Safety Inspection of In-Service Bridges). The Program Manager should be actively participating in ODOT QC/QA training.</p> <p>The program manager will be responsible for oversight of the Local Government bridge safety inspection program and must be qualified to do the following:</p> <ul style="list-style-type: none"> • Review inspection forms for completeness and accuracy • Calculate load ratings for posting and closing bridges • Do scour studies including required POA's (Plan-of-Action) • Make repair recommendations to the bridge owner • Provide QC for the bridge inspection program <p>(2) Team Leader: The Team Leader must be a Professional Engineer registered in the State of Oklahoma or have five (5) years of experience or alternate qualifications as defined in the CFR. The Team Leader must have completed the two week NHI Course No. 130055. The Team Leader should be actively participating in ODOT QC/QA training.</p> <p>Inspections are to be made in accordance with National Bridge Inspection Standards, the ODOT PONTIS Manual, the FHWA Manual "Recording and Coding Guide for the Structure Inventory and Appraisal of the Nation's Bridges", latest edition of the "AASHTO Manual for Condition Evaluation of Bridges", and ODOT policies. Inspection data is to be submitted electronically including all necessary error checking.</p>
Job Piece No.	Task Order	

Contact Person: **Larry Reser** (405) 521-2621

RESPONSE PACKET 8		
Services Description: Land Survey		
EC-1233		<p>The successful Consulting Firms will be required to provide land surveying services at select locations statewide to assist in the preparation and delivery of the 8 Year Construction Work Plan. These services may include, but are not limited to, location surveys (to be used for environmental purposes and in the development of construction plans), land surveys (for determining property ownership and the acquisition of right-of-way, staking right-of-way), and other types of land surveys as required by the Department. These services require qualifications, expertise, experience and/or equipment that are of highly specialized nature. All deliverables will be per applicable ODOT "Specifications for Surveys for Primary and Secondary Highways" and/or site-specific Survey Special Provisions.</p>
Expected Contracts	4	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

Contact Person: **Larry Reser** (405) 521-2621

RESPONSE PACKET 9		
Services Description: Survey Mapping		
EC-1234		<p>The successful Consulting Firms will be required to provide aerial mapping services at select locations statewide to assist in the preparation and delivery of the 8 Year Construction Work Plan. These services may include, but are not limited to, digital scanning, analytical aerotriangulation, analytical stereo compilation (collect digital terrain model (DTM) data and topographic/planimetric data), as required by the Department. These services require qualifications, expertise, experience and/or equipment that are of highly specialized nature. All deliverables will be per applicable ODOT "Specifications for Surveys for Primary and Secondary Highways" and/or site-specific Survey Special Provisions, "Aerial Mapping Specifications", and shall meet, or exceed, National Map Accuracy Standards.</p>
Expected Contracts	2	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

Contact Person: **Bob Rusch** (405) 521-2606

RESPONSE PACKET 10		
Services Description: Hydraulic/Hydrology Analysis		
EC-1235		<p>The successful Consulting Firms will provide hydraulics/ hydrology analysis and reports at selected locations statewide. This information will be utilized in determining bridge size, scour depth, and pier locations.</p>
Expected Contracts	2 to 6	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

Contact Person: **Kirk Goins** (405) 521-2695

RESPONSE PACKET 11		
Services Description: On-Demand Engineering Services		
EC-1236		The successful Consulting Firms will be responsible for engineering services, upon demand from ODOT Staff, including but not limited to design, survey, geotechnical studies, traffic analysis, plan reviews and may culminate in the submittal of Plans, Specifications and Estimates, (PS&E) for various projects identified by the ODOT within limits of the State of Oklahoma to assist in the preparation and delivery of the 8 Year Construction Work Plan and/or State owned facilities.
Expected Contracts	4	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

Contact Person: **Shawna Robb** (405) 522-7602

RESPONSE PACKET 12		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Grade, Drain and Surface)		
EC-1237		I-40: FROM MM 128 EAST APPROXIMATELY 12.0 MILES TO MM 140 (MORGAN ROAD) The Environmental Document and Pavement Design will be provided by the Department. The anticipated services will include additional Survey, Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E). Note: This corridor will be developed as 3 separate 4.0 mile long projects requiring 3 separate sets of plans. Two lanes of traffic will be open to traffic in each direction during construction of all 3 projects.
Expected Contracts	1	
ODOT Division	4	
County	Canadian	
Construction Project Job Piece No.	20539(04) 24424(04) TBD	

Contact Person: **Kirk Goins** (405) 521-2695

RESPONSE PACKET 13		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Grade, Draining, Bridge and Surface)		
EC-1238		US-412: FR 8.89 MILES EAST OF US-281 JCT, EXTEND EAST APPROX. 6.55 MILES The Environmental Document and Pavement Design will be provided by the Department. The anticipated services will include Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E). Note: This was previously designed to approximately 85%. Right-of-way has been acquired and utilities relocated based on the initial design. It is anticipated this project will require an engineering review and progression to final design and submittal.
Expected Contracts	1	
ODOT Division	6	
County	Major	
Construction Project Job Piece No.	17360(18)	

Contact Person: **Kirk Goins** (405) 521-2695

RESPONSE PACKET 14		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Grade, Draining, Bridge and Surface)		
EC-1239		<p>US-412: FR 0.44 MILES EAST OF JCT US-281, EXTEND EAST APPROX 3.676 MILES</p> <p>The Environmental Document and Pavement Design will be provided by the Department.</p> <p>The anticipated services will include Survey, Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E).</p>
Expected Contracts	1	
ODOT Division	6	
County	Major	
Construction Project Job Piece No.	17358(10)	

Contact Person: **Greg Allen** (405) 521-2606

RESPONSE PACKET 15		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Bridge and Approaches)		
EC-1240		<p>SH-1 OVER ROCK CREEK @ TWO HIGHWAY CROSSING LOCATIONS 12.72 MILES EAST OF SH-2 JUNCTION AND 0.3 MILES EAST OF LATIMER COUNTY LINE</p> <p>The Environmental Document, Survey and Pavement Design will be provided by the Department.</p> <p>The anticipated services will include Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E).</p>
Expected Contracts	1	
ODOT Division	2	
County	Latimer & LeFlore	
Construction Project Job Piece No.	21735(04)	

Contact Person: **Greg Allen** (405) 521-2606

RESPONSE PACKET 16		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Bridge and Approaches)		
EC-1241		<p>US-69 BUSINESS OVER MINERAL CREEK, 0.5 MILES SOUTH OF US-70 IN DURANT</p> <p>The Environmental Document and Pavement Design will be provided by the Department.</p> <p>The anticipated services will include Survey, Geotechnical information, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E).</p>
Expected Contracts	1	
ODOT Division	2	
County	Bryan	
Construction Project Job Piece No.	TBD	

Contact Person: **Greg Allen** (405) 521-2606

RESPONSE PACKET 17		
Services Description: Preliminary Engineering, Preparation of Construction Plans (Bridge Redecking and Rehab)		
EC-1242		MULTIPLE LOCATIONS WITHIN EACH OF THE EIGHT FIELD DIVISIONS The anticipated services will include a Visual Inspection, Photo Documentation, Development of Rehabilitation Alternatives, Preliminary and Final Design and will culminate in the submittal of Plans, Specifications and Estimates, (PS&E).
Expected Contracts	8	
ODOT Division	Multiple	
County	Statewide	
Job Piece No.	Task Order	

The Department solicitation of interest response mechanism is intended to reduce the reproduction requirements on work of a similar scope and/or specific to ODOT Field Divisions that will be reviewed by a common selection committee. Therefore, your response **for the Engineering Contracts that you are interested in being considered for** will include a total of one (1) response packet (one (1) unbound original and five (5) copies) per common selection committee as described as follows:

RESPONSE PACKET 1

One (1) combined packet for **EC No. 1226** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No. 1226**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 2

One (1) combined packet for **EC No. 1227** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1227**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 3

One (1) combined packet for **EC No. 1228** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1228**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 4

One (1) combined packet for **EC No. 1229** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1229**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 5

One (1) combined packet for **EC No.1230** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1230**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 6

One (1) combined packet for **EC No.1231** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1231**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 7

One (1) combined packet for **EC No.1232** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1232**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 8

One (1) combined packet for **EC No.1233** including the following:

- A Letter of Interest referencing the Engineering Contract Number (**EC No.1233**)
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 9

One (1) combined packet for **EC No.1234** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1234)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 10

One (1) combined packet for **EC No.1235** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1235)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 11

One (1) combined packet for **EC No.1236** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1236)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 12

One (1) combined packet for **EC No.1237** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1237)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 13

One (1) combined packet for **EC No. 1238** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No. 1238)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 14

One (1) combined packet for **EC No. 1239** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1239)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 15

One (1) combined packet for **EC No. 1240** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1240)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 16

One (1) combined packet for **EC No. 1241** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1241)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

RESPONSE PACKET 17

One (1) combined packet for **EC No. 1242** including the following:

- A Letter of Interest referencing the Engineering Contract Number **(EC No.1242)**
- A Table of Organization depicting the proposed project team
- Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.
- A statement of your qualifications (CAP 255 Form preferred)

Please remember that this is a SOLICITATION OF INTEREST and not a Request for Proposal. As such, you are only requested to provide information related to your qualifications to perform the work described. Any additional information you choose to provide related to proposed solutions for the solicited projects or any other prepared Contract/Project specific media is NOT required and is unnecessary for the Department's processes. Proposals will be requested upon entering the interview phase of the Consultant Selection Process.

The following factors will be considered primary for determining the firms that will be extended an invitation to interview and/or provide a proposal for Response Packet(s) 1-6 & 8-17:

1. Experience and/or familiarity of the proposed Consultant Team with Department procedures.
2. Ability of the Consultant Team to perform the type of work contemplated.
3. Specialized qualifications of the Consultant Team applicable to the type of work contemplated.
4. Capacity of the Consultant Team to accomplish the work in accordance with the anticipated schedule considering current workloads.
5. Past performance of the Consultant Team (references may be requested if not provided).

The following factors will be considered primary for determining the firms that will be extended an invitation to interview and/or provide a proposal for Response Packet 7:

1. Responses must exemplify the ability to meet the minimum qualifications. All firms submitting a letter of interest that is determined to meet the minimum qualifications will receive an interview.

The deadline for the submittal of your Response Packets will be 4:30 p.m. September 2, 2008. Please note:

The Department anticipates the selection process to be complete and the contracts negotiated and approved by the Transportation Commission as soon as possible and not later than January 2009. As these contracts are anticipated to be financed with Federal Fiscal Year 2009 funding, the Notice to Proceed is expected no later than February 2009.

PLEASE NOTE: Response packets can now be submitted electronically in a .pdf format to Ms. Betty Thomas at: bthomas@odot.org.

LETTER OF INTEREST PACKET SUBMITTAL:

If not sending electronically, please submit all packets to the following address:

**Project Management Division
Attn: Betty Thomas
Room 1C-4A
Oklahoma Department of Transportation
200 NE 21st Street
Oklahoma City, OK 73105**

As always, your assistance, cooperation and patience are greatly appreciated. Please do not hesitate to make us aware of any questions, comments or concerns that you may have or to offer suggestions for process improvement.