



Report to the Dulles Corridor Committee

Pre-Solicitation Terms for an Architectural/Engineering/Planning Consultant for Task Planning Services for the Dulles Toll Road

February 2012



Purpose

Request Dulles Corridor Committee concurrence in the issuance of a Request for Qualifications (RFQ) for an Architect/Engineering/Planning firm to provide task planning services for the Dulles Toll Road (DTR).



Contract Provisions

- Contract provides consultant support for the Planning Department's studies regarding capital projects and renewal/replacement improvements, redevelopment and strategic planning for the DTR.
- Contract duration is one year with options for two one-year extensions.
- Annual ceiling is \$2 million.
- The contract will require 35 percent Local Disadvantaged Business Enterprise (LDBE) participation.



Evaluation Criteria & Selection

- Evaluation criteria for selection
 - Key Personnel
 - Experience and Qualifications
 - Company Past Performance
- Proposals will be evaluated by a Technical Evaluation Committee.
- As prescribed by the Contracting Manual, upon selection of the top rated firm, the Evaluation Committee will submit a recommendation for approval to negotiate a contract.



Contract Negotiations

- Negotiations with the highest rated firm will be held based on standard industry rates and the project scope of work.
- If negotiations with the highest rated firm are unsuccessful, a proposal will be requested from the next highest ranking firm.
- Upon successful completion of negotiations, a recommendation to award a contract will be forwarded for approval, as required by the Contracting Manual.
- This contract will be presented to this Committee and the Board for approval prior to award.



Recommendation

Dulles Corridor Committee concurrence in the issuance of a Request for Qualification (RFQ) for an Architect/Engineering/Planning firm to provide task planning services for the Dulles Toll Road (DTR).