

Michigan Department of Transportation Consultant Prequalification Application Review Form		COLUMN FOR INTERNAL USE ONLY
Classification:	<b>Construction Testing: Density</b>	
Consultant:		
Procedural Evaluator:	Michael C. Meddaugh	Email: <a href="mailto:MeddaughM@Michigan.gov">MeddaughM@Michigan.gov</a>
Technical Evaluator:	Dave Gauthier	Email: <a href="mailto:GauthierD@Michigan.gov">GauthierD@Michigan.gov</a>
Authority to do Business:	Vendor has provided a legible copy of their Articles of Incorporation, Articles of Organization, Certificate of Assumed Name, or Certificate of Authority to Transact Business in Michigan.	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Financial Information:	A copy of the vendor's financial information as required by the Office of Commission Audit has been provided.	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Management Structure:	Vendor has provided an explanation of the management structure and ownership with related information including a list of all principals and their titles.	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
2/3rds Licensure:	A copy of each principal's professional license has been provided. If the applying consultant is contracting to provide professional Architecture, professional Engineering, or professional Surveying services, at least 2/3rds of the of the firm's principal's must be licensed in Michigan in one or more of these professions (Article 20 of the Occupational Code, P.A. 299 of 1980, as amended).	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Professional Liability Insurance:	Vendor has provided proof of professional liability insurance with minimum limits of one million dollars (\$1,000,000) per occurrence.	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
<b>Supplied Key Staff</b>		
	Primary Resume:	Supplemental Resume (Optional):
Density Testing Technician:	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Quality Assurance Manager:	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
<b>Quality Assurance Measures</b>		
QA/QC Plan:	Vendor has provided an overview of how they assure their customers receive quality products and services.	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>

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Definition / Use Statements:	<p>Construction testing services to perform density testing and inspection. Services include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Bridge construction, replacement or widening</li> <li>• Retaining wall construction</li> <li>• Culvert replacement or extension</li> <li>• Road or shoulder construction</li> <li>• Structure backfill</li> <li>• Subbase, aggregate base or aggregate surface course work</li> <li>• Crush and shape</li> <li>• Road widening and grade raise or lowering</li> <li>• Utility Work: storm sewer, sanitary sewer, water main, drainage structures, etc.</li> <li>• Drainage improvements</li> <li>• Underdrain work</li> <li>• Curb and gutter work</li> <li>• Sidewalk: New or Rehabilitation</li> <li>• Embankment construction</li> </ul>		
Registrations / Certifications:	<ul style="list-style-type: none"> <li>• Minimum of one (1) Professional Engineer Licensed in Michigan, if applicable</li> <li>• Current MDOT Density Technology Certification</li> <li>• Nuclear Regulatory Commission Materials License</li> <li>• Radiation Safety Training Certification</li> </ul>		PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Equipment / Software:	Provide a document certifying that you currently own/lease and that your staff is trained to use the software/equipment listed below (Note that each version of software must be identified and must be MDOT's current version):		PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
	Fieldbook module of the FieldManager Software		
	Troxler Model 3400 series or InstroTek Model 3500 Xplorer		
	All applicable equipment as listed in the MDOT Density Testing and Inspection Manual		
Resources / Manuals:	Provide a document certifying your firm has access to current versions of the following and that you have staff that is knowledgeable in the use of these items:		PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
	Applicable Michigan Test Methods	MDOT Density Testing & Inspection Manual	
	MDOT Road and Bridge Standard Plans	MDOT Standard Specifications for Construction	
	MDOT Materials QA Procedures Manual	MDOT Construction Manual	
	Applicable Special Provisions for Density Testing		

<p>Staff Education / Experience:</p>	<p>Key Staff Requirements:</p> <p>Resumes for Key Staff and Support Staff are limited to two (2) pages per person and must include the level of education completed, a listing of recent projects with the name of the client, project description, location, service cost, staff member's role on the project, firm's role on the project, as well as the name and phone number of the client representative. All projects listed must demonstrate current knowledge related to this classification, MDOT and AASHTO standards, as well as proper use of the equipment, software, resources and manuals listed above. Preference will be given to projects completed for the Michigan Department of Transportation.</p>	<p>PASS <input type="checkbox"/></p> <p>FAIL <input type="checkbox"/></p>
	<p><b><u>Density Testing Technician</u></b></p> <p>Vendor has provided a minimum of one (1) résumé detailing the following:</p> <ul style="list-style-type: none"> <li>• At least one (1) certified technician has a minimum of three (3) years of current, qualifying experience conducting Density Testing and Inspection services.</li> </ul> <p>Vendor has provided résumé(s) listing projects completed within the past five (5) years demonstrating experience conducting Density Testing and Inspection services:</p> <ul style="list-style-type: none"> <li>• If the projects were completed for MDOT then a minimum of three (3) projects have been listed.</li> <li>• If the projects were completed for other Michigan municipal or business entities, a minimum of five (5) projects have been listed.</li> <li>• If the vendor is using a combination of MDOT projects and other Michigan municipal or business entities a minimum of five (5) projects have been listed.</li> </ul> <p><b><u>Quality Assurance Manager</u></b></p> <p>Vendor has provided a minimum of one (1) résumé detailing the following:</p> <ul style="list-style-type: none"> <li>• Michigan PE License Number. <ul style="list-style-type: none"> <li>○ Current MDOT Density Technology Certification (recommended)</li> <li>○ Level of education completed.</li> <li>○ Relevant experience providing direction to field technician(s) including work assignments, review of proficiency and distribution of Density Testing deliverables.</li> </ul> </li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>• At least one (1) certified senior technician has a minimum of three (3) years of current, qualifying experience conducting Density Testing and Inspection services. <ul style="list-style-type: none"> <li>○ Current MDOT Density Technology Certification.</li> <li>○ Level of education completed.</li> <li>○ Relevant experience providing direction to field technician(s) including work assignments, review of proficiency and distribution of Density Testing deliverables.</li> </ul> </li> </ul>	
<p>Other:</p>	<p>All prime and sub consulting firms under contract with MDOT must submit a current Certificate of Calibration for each gauge to be used on MDOT or federal aid projects. The Certificates of Calibration are required annually for each gauge a consulting firm intends to use on all MDOT and federal aid projects. The calibration report must be from a qualified independent testing firm, and the calibration data must be generated using a minimum of 3 calibration blocks. If gauges require recalibration during the construction season, new calibration data must be sent to the MDOT Density Technology Unit prior to use. Use of gauges without current calibration data on file at MDOT will not be permitted on MDOT or federal aid projects. The Certificate of Calibration must contain a valid signature and be reported in accordance with the guidelines detailed in the National Institute of Standards and Technology (NIST) Handbook. Furthermore, the report must contain documentation that the results of the measurements used to determine the density of the calibration blocks are traceable to NIST.</p> <p>The calibration data should be mailed to the MDOT Density Technology Unit at the following address:</p> <p>MDOT Density Technology Unit  Construction Field Services Division  8885 Ricks Road  Lansing, MI 48909</p>	

## Construction Testing: Density Certification Verification

Key Staff Role:	Résumé Type	Key Staff:	Current Certification(s)	
Density Testing Technician:	Primary		MDOT Density Technology Certification	<input type="checkbox"/>
			Radiation Safety Training Certification	<input type="checkbox"/>
Density Testing Technician:	Supplemental (Optional)		MDOT Density Technology Certification	<input type="checkbox"/>
			Radiation Safety Training Certification	<input type="checkbox"/>
Quality Assurance Manager:	Primary		Michigan PE Licensure (If Applicable)	<input type="checkbox"/>
			MDOT Density Technology Certification (if Applicable)	<input type="checkbox"/>
Quality Assurance Manager:	Supplemental (Optional)		Michigan PE Licensure (If Applicable)	<input type="checkbox"/>
			MDOT Density Technology Certification (if Applicable)	<input type="checkbox"/>

**PASS**   
**FAIL**

Comments:

Technical Evaluator Signature & Date:	<b>Final Determination:</b>
	<b>APPROVED</b> <input type="checkbox"/>  <b>DENIED</b> <input type="checkbox"/>
Contract Services Approval – Signature & Date:	