

| Michigan Department of Transportation<br>Consultant Prequalification Application Review Form |   |   | COLUMN FOR INTERNAL USE ONLY                                   |
|--|---|---|--|
| Classification:  | <b>Design – Bridges: Load Rating</b>  |   |  |
| Consultant:  |   |   |  |
| Procedural Evaluator:  | Michael C. Meddaugh   | Email: <a href="mailto:MeddaughM@michigan.gov">MeddaughM@michigan.gov</a> |  |
| Technical Evaluator:   | Creightyn McMunn  | Email: <a href="mailto:McMunnC@michigan.gov">McMunnC@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"/><br>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"/><br>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"/><br>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"/><br>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"/><br>FAIL <input type="checkbox"/> |
| <b>Supplied Key Staff</b>  |   |   |  |
|  | Primary Résumé:   | Supplemental Résumé (Optional):   |  |
| Lead Engineer:   | PASS <input type="checkbox"/><br>FAIL <input type="checkbox"/>  |   | PASS <input type="checkbox"/><br>FAIL <input type="checkbox"/> |
| Staff Engineer:  | PASS <input type="checkbox"/><br>FAIL <input type="checkbox"/>  |   | PASS <input type="checkbox"/><br>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"/><br>FAIL <input type="checkbox"/> |

| Prequalification Classification: | <b>Design – Bridges: Load Rating</b>  |  | <b>COLUMN FOR INTERNAL USE ONLY</b>                            |
|----------------------------------|---|--|--|
| Definition / Use Statements:     | <p>Perform bridge load rating analysis in conformance with National Bridge Inspection Standards (NBIS) and MDOT policies and procedures. The load rating analysis consists of calculating the Federal Inventory, Federal Operating and Michigan Operating ratings, including load posting requirements and Michigan Overload Class. Bridge load rating analysis is required for the following work types:</p> <ul style="list-style-type: none"> <li>• New structure</li> <li>• Bridge or culvert replacement</li> <li>• Superstructure replacement</li> <li>• Deck replacement or widening</li> <li>• Bridge barrier railing replacement</li> <li>• Pin and hanger replacement</li> <li>• Shallow or deep overlay</li> <li>• Miscellaneous work that could affect the structural capacity</li> </ul>   |  |  |
| Registrations / Certifications:  | Minimum of Two (2) Professional Engineers Licensed in Michigan  |  | PASS <input type="checkbox"/><br>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"/><br>FAIL <input type="checkbox"/> |
|                                  | AASHTOWare Bridge Rating Software   | Bridge Design and/or Load Rating Software capable of analyzing steel, reinforced concrete and prestressed concrete bridges and culverts. |  |
| 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"/><br>FAIL <input type="checkbox"/> |
|                                  | MDOT Bridge Analysis Guide  | AASHTO Manual for Bridge Evaluation  |  |
|                                  | AASHTO LRFD Bridge Design Specifications  | AASHTO Standard Specs for Highway Bridges  |  |
| Staff Education / Experience:    | <p>Michigan Structure Inventory and Appraisal Coding Guide</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>   |  | PASS <input type="checkbox"/><br>FAIL <input type="checkbox"/> |
|                                  | <p><b><u>Lead Engineer</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.</li> <li>• Level of education completed.</li> <li>• A minimum of five (5) years of professional experience in Bridge Load Rating Analysis.</li> </ul> <p>Résumé lists in-service Bridge Load Rating Analysis projects completed within the past eight (8) years:</p> <ul style="list-style-type: none"> <li>• If the projects were completed for MDOT, a minimum of three (3) projects have been listed.</li> <li>• If the projects were completed for other Michigan governmental entities or other state DOT's, a minimum of five (5) projects have been listed.</li> <li>• If the vendor uses a combination of MDOT projects and projects from other agencies, a minimum of five (5) projects have been listed.</li> </ul> |  |  |

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|---|--|---|
| <p>Staff Education / Experience (Continued):</p>          | <p><b><u>Staff Engineer</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.</li> <li>• Level of education completed.</li> <li>• A minimum of five (5) years of professional experience in Bridge Design and/or Bridge Load Rating Analysis.</li> </ul> <p>Résumé lists in-service Bridge Design and/or Bridge Load Rating Analysis projects completed within the past eight (8) years:</p> <ul style="list-style-type: none"> <li>• If the projects were completed for MDOT, a minimum of three (3) projects have been listed.</li> <li>• If the projects were completed for other Michigan governmental entities or other state DOT's, a minimum of five (5) projects have been listed.</li> <li>• If the vendor uses a combination of MDOT projects and projects from other agencies, a minimum of five (5) projects have been listed.</li> </ul> |   |
| <p>Comments:</p>  |  |   |
| <p>Technical Evaluator Signature &amp; Date:</p>          |  | <p><b>Final Determination:</b></p>  |
| <p>Contract Services Approval – Signature &amp; Date:</p> |  | <p><b>APPROVED</b> <input type="checkbox"/></p> <p><b>DENIED</b> <input type="checkbox"/></p> |