

Michigan Department of Transportation Consultant Prequalification Application Review Form			COLUMN FOR INTERNAL USE ONLY
Classification:	Design – Traffic: ITS Design & System Manager		
Consultant:			
Procedural Evaluator:	Michael C. Meddaugh	Email: MeddaughM@michigan.gov	
Technical Evaluator:	Collin Castle	Email: CastleC@michigan.gov	
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"/>
Supplied Key Staff			
	Primary Résumé:		Supplemental Résumé (Optional):
Project Manager:		PASS <input type="checkbox"/> FAIL <input type="checkbox"/>	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Design Engineer 1:		PASS <input type="checkbox"/> FAIL <input type="checkbox"/>	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Design Engineer 2:		PASS <input type="checkbox"/> FAIL <input type="checkbox"/>	
System Manager:		PASS <input type="checkbox"/> FAIL <input type="checkbox"/>	PASS <input type="checkbox"/> FAIL <input type="checkbox"/>
Quality Assurance Measures			
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"/>

Prequalification Classification:	Design – Traffic: ITS Design & System Manager		COLUMN FOR INTERNAL USE ONLY
Definition / Use Statements:	Design of Intelligent Transportation System (ITS) devices including power and communications Infrastructure, and System Manager Services for their implementation.		
Registrations / Certifications:	Minimum of One (1) Professional Engineer Licensed in Michigan		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"/>
	MicroStation		
	TransCAD		
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"/>
	MDOT PPMS Manual	MDOT Traffic & Safety Geometric Design Guides	
	MDOT Standard Plans	All Applicable FUSP's	
	MDOT Pay Item Code Book	National Electrical Code (NEC)	
Staff Education / Experience:	<p>MDOT Standard Specifications for Construction</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"/> FAIL <input type="checkbox"/>
	<p><u>Project Manager</u></p> <p>Vendor has provided a minimum of one (1) resume for this role. Provided resumes detail the following:</p> <ul style="list-style-type: none"> • Level of education completed. Emphasis in traffic operations is beneficial, as are Masters Degrees in related fields, and Professional Traffic Operations Engineer (PTOE) certification. • A minimum of five (5) years of ITS experience with at least five (5) projects completed within the last seven (7) years. • List projects showing knowledge of National and MDOT standards and procedures for ITS planning, design, and/or implementation services. • Project listing should demonstrate a wide range of experience in ITS applications, operations, studies and design including, but not limited to: <ul style="list-style-type: none"> ○ ITS infrastructure and device design ○ ITS Architecture ○ ITS Planning and development studies (including long range plans, pre-deployment studies and early deployment plans) ○ ITS Cost/Benefit evaluations ○ Communications technologies for ITS ○ Maintenance planning, estimating and scoping ○ Preparation of cost estimates for ITS projects ○ Understanding of Advanced Traffic Management Systems (ATMS), Advanced Traveler Information Systems (ATIS), Commercial Vehicle Operations (CVO), automated toll collection and border crossings and Rural ITS issues, planning, evaluation, design and implementation ○ Understanding and experience with ITS freeway, non-freeway, transit and other applications 		

Design Engineer

Vendor has provided a minimum of two (2) resumes for this role. Provided resumes detail the following:

- Level of education completed. Bachelor of Science in Engineering is required.
- If Project Manager is not a Licensed Civil Engineer, then the Lead Design Engineer must be.
- A minimum of five (5) years of ITS experience with at least five (5) projects completed within the last seven (7) years.
- List projects showing knowledge of National and MDOT standards and procedures for ITS planning and design and the National ITS Architecture.
- Project listing should demonstrate a wide range of experience in ITS applications, operations, studies and design including, but not limited to:
 - Communications technologies for ITS
 - ITS infrastructure and device design
 - Preparation of cost estimates for ITS projects
 - Experience in designing integrated ITS systems based on industry standards to
Include National Transportation Communications for ITS Protocol (NTCIP) and Transmission Control Protocol/Internet Protocol (TCP/IP).
 - Experience and knowledge of engineering services necessary to integrate all of the various components, component systems, subsystems, and services related to ITS systems. These may include, but are not limited to, fiber-optic networking, wireless networking, licensed and unlicensed radio communications, NTCIP protocol, TCP/IP protocol, and Linux and other operating systems.
 - Understanding of Advanced Traffic Management Systems (ATMS), Advanced Traveler Information Systems (ATIS), Commercial Vehicle Operations (CVO), automated toll collection and border crossings and Rural ITS issues, planning, evaluation, design and implementation
 - Understanding and experience with ITS freeway, non-freeway, transit and other applications

Staff Education /
Experience
(continued):

System Manager

Vendor has provided a minimum of one (1) resume for this role. These may be the same staff as provided for Design Engineer/staff. Provided resumes detail the following:

- Level of education completed.
- A minimum of five (5) years of ITS experience with at least five (5) projects completed within the last seven (7) years.
- List projects showing knowledge of National and MDOT standards and procedures for ITS planning and design.
- Project listing should demonstrate a wide range of experience in ITS applications, operations, integration, and design including, but not limited to:
 - Communications technologies for ITS
 - ITS infrastructure and device design
 - Oversight of ITS installation and integration contractors for ITS infrastructure projects.
 - Post-design services such as inquiry response, system testing and proofing, and the general management for the procurement of ITS devices as required.
 - Oversight of component and system acceptance tests and working with contractors, integrator, and vendors for performing all tests.
 - Preparation of cost estimates for ITS projects
 - Experience in designing integrated ITS systems based on industry standards to include NTCIP and TCP/IP.
 - Experience and knowledge of engineering services necessary to integrate all of the various components, component systems, subsystems, and services related to ITS systems. These may include, but are not limited to, fiber-optic networking, wireless networking, licensed and unlicensed radio communications, NTCIP protocol, TCP/IP protocol, and Linux and other operating systems.

Comments:

Technical Evaluator Signature & Date:

Final Determination:

Contract Services Approval – Signature & Date:

APPROVED

DENIED