

Consultant Advisory
2015-4
August 12, 2015

Consultant Prequalification Classification Changes - Project Managers

MDOT staff, together with representatives from the American Council of Engineering Companies of Michigan (ACEC), have partnered to rework the consultant prequalification classifications, so that they better reflect work types. The changes include:

1. Renaming each prequalification classification. See full listing of 'old' and 'revised' [classifications names](#)
2. Reworking/clarifying prequalification classification descriptions and use statements for consistency and clarification. See list of [classification descriptions and use statements](#)
3. Revising consultant staff education and experience requirements
4. Eliminating the requirement for vendor experience
5. Eliminating Provisional status – Now: either 'approved' or 'denied' status
6. Some of the requirements from Vendor Experience, i.e, plans, have been moved to 'other requirements'
7. Eliminating twelve (12) classifications
8. Adding seven (7) classifications
9. Splitting two (2) existing classifications, hydraulics and geotechnical

Effective for all projects posted on MDOT's website beginning September 1, 2015, all Request for Proposals (RFP) must identify the new prequalification classification names. Please review [classification descriptions and use statements](#), as well as work with CSD, to ensure that the appropriate prequalification classifications are used.

In addition, on Monday, August, 17, 2015 CTRAK will be updated to reflect the new prequalification [classifications names](#). In order to ensure consistency and avoid duplication, *all CTRAK contract records will reflect the new prequalification classifications names*. This means that if you go into CTRAK to review a current contract or develop a consultant performance evaluations, you will see the new prequalification category names, and not necessarily the ones used at the time of RFP development or contracting.

Please note that CSD will continuously be updating the information provided in the Prequalified Service Vendors by Classification/Vendor (PSVR) website, and prior to September 1, 2015, the information for any given firm, may not be complete.

MDOT, CSD, Consultant
Contracts Section
P.O. Box 30050
Lansing, MI 4890
Fax/517-355-7446
www.michigan.gov/mdot

Questions regarding this
Consultant Advisory
should be directed to:

Carol Rademacher
517-373-3382
rademacherc@michigan.gov