

WSDOT Consultant Services Office

3/1/2018

Implementation Timeline (approximate):

- Planning:
December 2017 to
March 2018
- ACEC Business
Subcommittee
Discussion:
February 2018
- ACEC Executive
Committee
Discussion : March
2018
- WSDOT Internal
Presentation:
March 2018
- Advertisement:
April 2018
- Launch: July 2018

Consultant Prequalification

For WSDOT Professional Services

What is Prequalification?

- ❖ Prequalification is a process to efficiently and fairly advertise, select, and task professional services consultants.
- ❖ Prequalification is new to WSDOT but has been used successfully by other states and agencies.
- ❖ Prequalification will replace WSDOT's on-call agreements and eventually may be used for all of WSDOT's professional services needs.
- ❖ Initially WSDOT will use prequalification for projects estimated less than \$2M within predetermined categories of work.

Why implement Prequalification?

- ❖ Prequalification provides advantages over on-call agreements, including more opportunities for fair/open competition, and inclusion.
- ❖ Prequalification provides more flexibility for agreement types, budgets, and schedules (removes the constraints of the on-call master agreements).
- ❖ Prequalification provides advantages over the current open competitive process, including streamlining the process for advertisement, selection, and agreement negotiation. Indirect cost and direct labor rates are established up front upon initial prequalification.

How will Prequalification work?

- ❖ WSDOT CSO plans to advertise specific details in April 2018.
- ❖ At that time, consultants will have an opportunity to submit a prequalification application for specific categories of work.
- ❖ Applications are accepted year-round but must be renewed annually.
- ❖ Upon receipt and approval of the application, consultants will enter into a Master Pricing Agreement (MPA) with WSDOT. The MPA establishes indirect cost and direct labor rates up front.
- ❖ Upon completion and approval of the application and MPA, consultants will be added to the prequalified list(s) for specific categories of work.
- ❖ WSDOT will solicit consultants from the prequalified list(s) using a second tier advertisement and selection process.
- ❖ WSDOT and the selected consultant negotiate and execute a project specific agreement.
- ❖ Prequalification application and MPA is updated annually.