

ATTACHMENT 3.1.2

Project: 0095-111-270

STATEMENT OF QUALIFICATIONS CHECKLIST AND CONTENTS

Offerors shall furnish a copy of this Statement of Qualifications (SOQ) Checklist, with the page references added, with the Statement of Qualifications.

Statement of Qualifications Component	Form (if any)	RFQ Cross reference	Included within 15-page limit?	SOQ Page Reference
Statement of Qualifications Checklist and Contents	Attachment 3.1.2	Section 3.1.2	no	
Acknowledgement of RFQ, Revision and/or Addenda	Attachment 2.10 (Form C-78-RFQ)	Section 2.10	no	
Letter of Submittal (on Offeror's letterhead)				
Authorized Representative's signature	NA	Section 3.2.1	yes	
Offeror's point of contact information	NA	Section 3.2.2	yes	
Principal officer information	NA	Section 3.2.3	yes	
Offeror's Corporate Structure	NA	Section 3.2.4	yes	
Identity of Lead Contractor and Lead Designer	NA	Section 3.2.5	yes	
Affiliated/subsidiary companies	Attachment 3.2.6	Section 3.2.6	no	
Debarment forms	Attachment 3.2.7(a) Attachment 3.2.7(b)	Section 3.2.7	no	
Offeror's VDOT prequalification evidence	NA	Section 3.2.8	no	
Evidence of obtaining bonding	NA	Section 3.2.9	no	

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SCC and DPOR registration documentation (Appendix)	Attachment 3.2.10	Section 3.2.10	no	
Full size copies of SCC Registration	NA	Section 3.2.10.1	no	
Full size copies of DPOR Registration (Offices)	NA	Section 3.2.10.2	no	
Full size copies of DPOR Registration (Key Personnel)	NA	Section 3.2.10.3	no	
Full size copies of DPOR Registration (Non-APELSCIDLA)	NA	Section 3.2.10.4	no	
DBE statement within Letter of Submittal confirming Offeror is committed to achieving the required DBE goal	NA	Section 3.2.11	yes	
Offeror's Team Structure				
Identity of and qualifications of Key Personnel	NA	Section 3.3.1	yes	
Key Personnel Resume – DB Project Manager	Attachment 3.3.1	Section 3.3.1.1	no	
Key Personnel Resume – Entrusted Engineer In charge	Attachment 3.3.1	Section 3.3.1.2	no	
Key Personnel Resume – Quality Assurance Manager	Attachment 3.3.1	Section 3.3.1.3		
Key Personnel Resume – Design Manager	Attachment 3.3.1	Section 3.3.1.4	no	
Key Personnel Resume – Construction Manager	Attachment 3.3.1	Section 3.3.1.5	no	
Key Personnel Resume – Lead Structural Engineer	Attachment 3.3.1	Section 3.3.1.6	no	
Organizational chart	NA	Section 3.3.2	yes	
Organizational chart narrative	NA	Section 3.3.2	yes	

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Experience of Offeror's Team				
Lead Contractor Work History Form	Attachment 3.4.1(a)	Section 3.4	no	
Lead Designer Work History Form	Attachment 3.4.1(b)	Section 3.4	no	
Project Risk				
Identify and discuss three critical risks for the Project	NA	Section 3.5.1	yes	