

ATTACHMENT 3.1.2

Project: 0250-002-956

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 – Quality Assurance Manager | Attachment 3.3.1 | Section 3.3.1.2 | no | |
| Key Personnel Resume – Design Manager | Attachment 3.3.1 | Section 3.3.1.3 | no | |
| Key Personnel Resume – Construction Manager | Attachment 3.3.1 | Section 3.3.1.4 | no | |
| Key Personnel Resume – Utility Coordination Manager | Attachment 3.3.1 | Section 3.3.1.5 | no | |
| Key Personnel Resume – Right of Way Manager | Attachment 3.3.1 | Section 3.3.1.6 | no | |
| Key Personnel Resume – Lead Roadway Engineer | Attachment 3.3.1 | Section 3.3.1.7 | no | |

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|---|----------------------|----------------------------|---------------------------------------|---------------------------|
| Organizational chart | NA | Section 3.3.2 | yes | |
| Organizational chart narrative | NA | Section 3.3.2 | yes | |
| | | | | |
| 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 | |