

INFORMATION BULLETIN NO. 20-04

DATE: April 28, 2020

TO: ADOT Project Managers
Resident Engineers
Consultant Engineering Firms

FROM: Engineering Consultants Section (ECS)

SUBJECT: STATEMENT OF QUALIFICATIONS (SOQ) PAST PERFORMANCE EVALUATION CRITERION

ECS Information Bulletin No. 10-02, issued June 28, 2010 established and implemented guidelines for the consultant evaluation program for new contracts with a Notice to Proceed date after July 1, 2010. The guidelines indicated that final consultant evaluation scores for contracts executed after July 1, 2010 will be used as one factor or criterion in the selection process for ECS contracts. ECS Information Bulletin No. 13-03, issued August 10, 2012 added guidelines to help encourage firms to resubmit completed evaluations to ADOT and to provide a mechanism for appeal of final evaluation scores of 1 or 2.

By way of this Information Bulletin, **effective immediately**, all SOQs will include a Past Performance criterion score that will relate to a firm's past performance as indicated by its final evaluation scores on ECS contracts for a one-year period only. Evaluation history to be used for selection will include evaluation scores encompassing the most current one-year period at any given time. The one-year evaluation history will be maintained for firm contracts executed after July 1, 2010. For example, a firm's evaluation history on April 1, 2020 would include scores from April 1, 2019 to March 31, 2020.

All references to the three-year timeframe of the Consultant Evaluation Program Guidelines in ECS contracts, ECS Consultant Contract Manual, past ECS Information Bulletins, eCMS Evaluations and the ECS website are hereby replaced with the one-year limitation. Updates to these documents will be made to reflect this change. No additional changes to the Consultant Evaluation Program Guidelines have been made.

If you have any questions regarding this bulletin, please call the Engineering Consultants Section at (602) 712-7525.

DocuSigned by:

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