

**GASTON CLEVELAND LINCOLN METROPOLIAN PLANNING  
ORGANIZATION (GCLMPO)**

**REQUEST FOR PROPOSALS  
TO PREPARE A  
FEASIBILITY STUDY  
FOR  
CATAWBA CROSSINGS**

**Proposals Due by 3:00 pm August 30, 2019**

**GCLMPO  
150 S. York Street  
PO Box 1748  
Gastonia, NC 28053**

**Attn: Randi Gates, GCLMPO  
Administrator**

**July 22, 2019**

## **I. INTRODUCTION**

The Gaston Cleveland Lincoln Metropolitan Planning Organization (GCLMPO) is seeking proposals from qualified planning and/or engineering firms for assistance in the development of a feasibility study to evaluate a potential crossing of the Catawba River providing a third parallel crossing connecting Gaston and Mecklenburg Counties. This effort will be managed by the GCLMPO.

This Request for Proposals (RFP) solicits consultants to provide professional services necessary to complete a feasibility study which will include, but not be limited to: major elements of transportation planning, traffic forecasting, public engagement, market economics, land use, and roadway and bridge conceptual design. The Catawba Crossings Feasibility Study will consist of engaging interested parties in developing and evaluating the purpose and need for a new parallel crossing of the Catawba River. The Feasibility Study will evaluate various bridge cross section types (number of vehicle lanes, type of bicycle and pedestrian access, transit accommodation), potential crossing locations, number of river crossings, etc. Planning level traffic analysis will be performed using Synchro, SimTraffic, or other software to test the alternatives identified to help inform the planning process. The alternatives and analysis will be shared and discussed with the public.

This Request for Proposals does not commit GCLMPO to award a contract. This RFP, or any and all responses received, may be canceled or rejected. The reasons for cancellation or rejection shall be set forth in writing and maintained within GCLMPO's contract file for this project.

Subconsultants ARE permitted under this contract.

**This contract shall be partially reimbursed with Federal-aid funding through the North Carolina Department of Transportation (hereinafter referred to as the Department). The solicitation, selection, and negotiation of a contract shall be conducted in accordance with all Department requirements and guidelines.**

**The primary and/or subconsultant firm(s) shall be pre-qualified by the Department to perform ANY COMBINATION of the work codes listed below. Work Codes include:**

- **023 – Bridges – Spans Over 200'**
- **024 – Bridges – Spans Under 200'**
- **026 – Capacity Analysis – Intersections and Corridors**
- **045 – Corridor Planning**
- **126 – Interchange Design**
- **131 – Landscape & Streetscape Design**
- **141 – Multimodal Transportation Planning**
- **171 – Public Involvement**
- **200 – Feasibility Studies**
- **251 – Project Level Traffic Forecasting**
- **261 – Long Range Transportation Planning**
- **269 – Urban Roadway Design**
- **276 – Visualization**
- **315 – Municipal & Regional Planning Studies**

**WORK CODES for each primary and/or subconsultant firm(s) SHALL be listed on the respective RS-2 FORMS, referenced in Attachment B.**

**PROPOSED CONTRACT TIME: 12-18 MONTHS**

**PROPOSED CONTRACT PAYMENT TYPE: LUMP SUM**

**PROPOSAL**

Qualified consulting firms are invited to submit proposals to provide professional planning and engineering services for the *Catawba Crossings Feasibility Study*. Firms responding to this RFP shall submit:

- Ten (10) bound copies of the technical proposal and one (1) electronic PDF copy on a USB flash drive.

Proposals must be received at the address below by 3:00 pm **August 30, 2019**. Late proposals will not be accepted.

Attention:       Randi Gates, AICP  
                  GCLMPO Administrator  
                  GCLMPO  
                  150 S. York Street (physical)  
                  PO Box 1748 (mailing)  
                  Gastonia, NC 28053

In the event that it becomes necessary to revise any part of this RFP, a written addendum will be issued. Any amendment to this RFP is valid only if in writing and issued by GCLMPO. Verbal conversations or agreements with any officer, agent, or employee of the MPO that modify any terms or obligations of this RFP are invalid.

All addenda for this RFP will be distributed via the GCLMPO website at: [www.gclmpo.org](http://www.gclmpo.org). The last addendum will be issued no later than August 23, 2019.

It is the proposer's sole responsibility to monitor this website for possible addenda to this RFP. Failure of proposer to retrieve addenda from the site shall not relieve him/her of the requirements contained therein. Additionally, failure of proposer to return a signed addendum, when required, may be cause for rejection of his/her proposal.

Please refer to "*Attachment B - Proposal Submittal Requirements*" for additional information regarding proposal requirements. Refer to "*Attachment C – General Information*" for specific details about the consultant selection process and other GCLMPO submission process requirements.

Except as provided below, any firm wishing to be considered must be properly registered with the Office of the Secretary of the State and with the North Carolina Board of Examiners for Engineers and Surveyors. Any firm proposing to use corporate subsidiaries or subcontractors must include a statement that these companies are properly registered with the North Carolina Board of Examiners for Engineers and Surveyors and/or the NC Board for Licensing of Geologists. The Engineers performing the work and in responsible charge of the work must be registered Professional Engineers in the State of North Carolina and must have a good ethical and professional standing. It will be the

responsibility of the selected private firm to verify the registration of any corporate subsidiary or subcontractor prior to submitting a proposal. Firms which are not providing engineering services need not be registered with the North Carolina Board of Examiners for Engineers and Surveyors. Some of the services being solicited may not require a license. It is the responsibility of each firm to adhere to all laws of the State of North Carolina.

The firm must have the financial ability to undertake the work and assume the liability. The selected firm(s) will be required to furnish proof of Professional Liability insurance coverage in the minimum amount of \$1,000,000.00. The firm(s) must have an adequate system to identify costs chargeable to the project.

## **II. BACKGROUND**

For many years, regional discussions have taken place regarding the need to provide additional east-west transportation capacity by way of an additional bridge crossing between southeast Gaston County and Mecklenburg County. The Catawba Crossings project, as proposed, is aptly named as it traverses both the Catawba River and the South Fork of the Catawba River beginning at NC 279 (S. New Hope Road) in Gaston County to I-485 in Mecklenburg County.

## **III. SCOPE OF WORK**

Listed below are tasks the consultant is expected to incorporate into the proposed scope of work. It is not intended that the tasks included below comprise a comprehensive list or are the only tasks required for this project. Each consultant firm should, based on their expertise, develop a comprehensive and detailed scope of services necessary to complete the deliverables listed in this section of the RFP.

The Catawba Crossings Feasibility Study will incorporate an approach that provides for meaningful engagement of interested parties in determining the purpose of and need for new crossing(s) of the Catawba River, within the general vicinity of the Catawba River south of the existing US 74 crossing and connecting NC 279 to I-485. Consultant should note that there is an ongoing feasibility study for the I-485 and West Boulevard (Western Parkway). This study's recommendations should be referenced in the Catawba Crossings Feasibility Study and efforts should be made to establish a consistent vision on both sides of the river.

The purpose and need information will be used to develop concept-level planning for the number, type and location of crossing(s). In this context, type means defining if the crossing will accommodate pedestrians, bicyclists, automobiles, buses, streetcar, and /or light rail vehicles. Planning level analysis will be included related to evaluating the alternative facility types, locations, the number of crossings, and the type of crossing(s). The consultant will be required to develop a prioritization mechanism and identify the top 2 crossing priorities. The consultant will be required to provide all services and work to prepare the Study that includes the identification of "Purpose and Need" for crossing(s), preliminary planning and evaluation of alignments and connections to existing transportation system, alternative bridge crossings that address all transportation modes, including freight, planning and conceptual feasibility analysis, traffic impact assessment and analysis, community outreach, and conducting environmental screening. The traffic analysis should make some assumptions on the anticipated capacity relief on parallel facilities such as I-85 and US 29/74, as well as the I-85/I-485 interchange. In addition, the Feasibility Study shall analyze the feasibility of an NC Route designation for this proposed

facility (per NCDOT State Traffic Engineer guidelines), as well as determine the appropriate timeframe to extend the project further west from its current anticipated terminus at NC 279 to I-85 or US 321.

The Consultant is expected to include any additional work items felt to be appropriate and/or necessary for the successful completion of this project. The products prepared for the feasibility study shall be completed using units in United States Standard Measures (English Units).

## **PROJECT MANAGEMENT**

The selected consultant team (Consultant) shall appoint an experienced Project Manager to serve as the regular and primary point of contact for the project. The Consultant will manage all aspects of the project to maintain project schedule and budget. Monthly progress reports will be prepared and submitted to the GCLMPO. Such reports will address progress of work; project schedule; information/decisions required to maintain the project schedule and completed deliverables; problems encountered that may affect the schedule, budget, or work products; and anticipated work, action items, and review activities for the following month. Invoices shall list expenditures for the invoice period, total expenditures to date, and remaining budget by task.

### **Purpose and Need Statement**

The Consultant shall prepare a Purpose and Need statement for the project. This will include a discussion of rationale (i.e. traffic circulation, economic development, connectivity) supporting the need for an additional bridge or bridges between I-485 and NC 279 including the type of transportation modes that will be served by the bridge(s). The rationale presented should show how a specific location for the proposed bridges within the study limits meets the purpose and need. In addition, the Consultant shall determine any need for the project to extend further west beyond NC 279.

### **Determine Bridge Locations**

The Consultant will evaluate location and alignment options for the proposed bridge crossings. This would include the evaluation of street connections on both sides of the river to ensure existing and proposed bridge crossings have adequate connectivity to various routes and streets.

### **Opportunities and Constraints Analysis**

Physical and institutional constraints which affect the bridge design and project costs shall be identified and analyzed. A broad review of adjacent neighborhood traffic concerns and development of alternatives to reduce these concerns should be evaluated. The development of alternatives should consider connections to and along the riverfront for vehicles, pedestrians, and bicyclists. Consultant shall formulate recommendations for working within any identified constraints, and shall identify opportunities and provide recommendations for maximizing opportunities.

### **Environmental Screening and Permitting Requirements**

The intent of this task is to identify potentially significant environmental impacts on the natural and built environment, as well as State or Federal permitting requirements for the various crossing(s) and alternatives. This information will be used as a factor in prioritizing the crossing projects to determine which to proceed with first.

## **Traffic Analysis**

Traffic and circulation is a critical project component. The consultant shall quantify present and future traffic volumes on applicable local streets and mainline freeways. For this task, the consultant should work directly with the Metrolina Regional Model (MRM) staff. The consultant shall work with staff to develop assumptions about future circulation and traffic volumes. The consultant shall identify an appropriate cross section and traffic management features on approach roadways within the traffic analysis. The goal of this task is to provide an avenue for the comparison of future traffic impacts with and without the project so the various crossing locations and modality types can be compared and evaluated.

## **Conceptual Design**

The consultant team will be responsible for considering all existing data associated with the Catawba River Crossings project including, but not limited to, land use and economic development inputs, opportunities and constraints analysis, local transportation corridor access, and traffic projections, local neighborhood and development policies, and local, State and Federal regulations in developing a conceptual design(s) for the proposed crossings. The study should reaffirm the location of the bridge structure as assumed within the EIS, or provide justification to revisit the structure location. This will involve identifying appropriate staff and stakeholders, and driving the dialogue to conclusion with a recommendation that will go before both of the MPOs. All critical policy and technical factors (hydrology, economic, land development, transportation, USCG regulations, permit requirements, etc.) must be considered. Bridge and approach design must take into account future transit connections.

## **Cost Estimates**

To evaluate and compare project alternatives, a range of probable project cost estimates will be developed. Estimates will include environmental, design, and permitting costs necessary to construct the project along with anticipated construction costs. Costs should be escalated to anticipated future year dollars.

## **Analysis of Options**

The consultant will develop a method by which the previous task items above, based on the results of the analysis, can be ranked and prioritized for implementation.

## **Engagement**

A component will be outreach to regulatory agencies that *will* be involved in planning studies, design, environmental analysis, and funding of future river crossing(s). The GCLMPO and CRTPO anticipate that the future Catawba Crossings project will be reliant upon federal transportation funding for design, environmental and construction phases. This preliminary planning work must be completed in conformance with federal project delivery requirements and appropriate regulatory agencies will be engaged.

The Consultant shall manage and implement a public outreach and involvement program, which includes open house meetings, as well as individual meetings with stakeholders in the area, and focused meetings to discuss specific issues. Stakeholders include property and business owners, local developers,

business associations, non-profits, residents, neighborhood associations, public agencies, regulatory agencies, special interest and advocacy groups and private organizations.

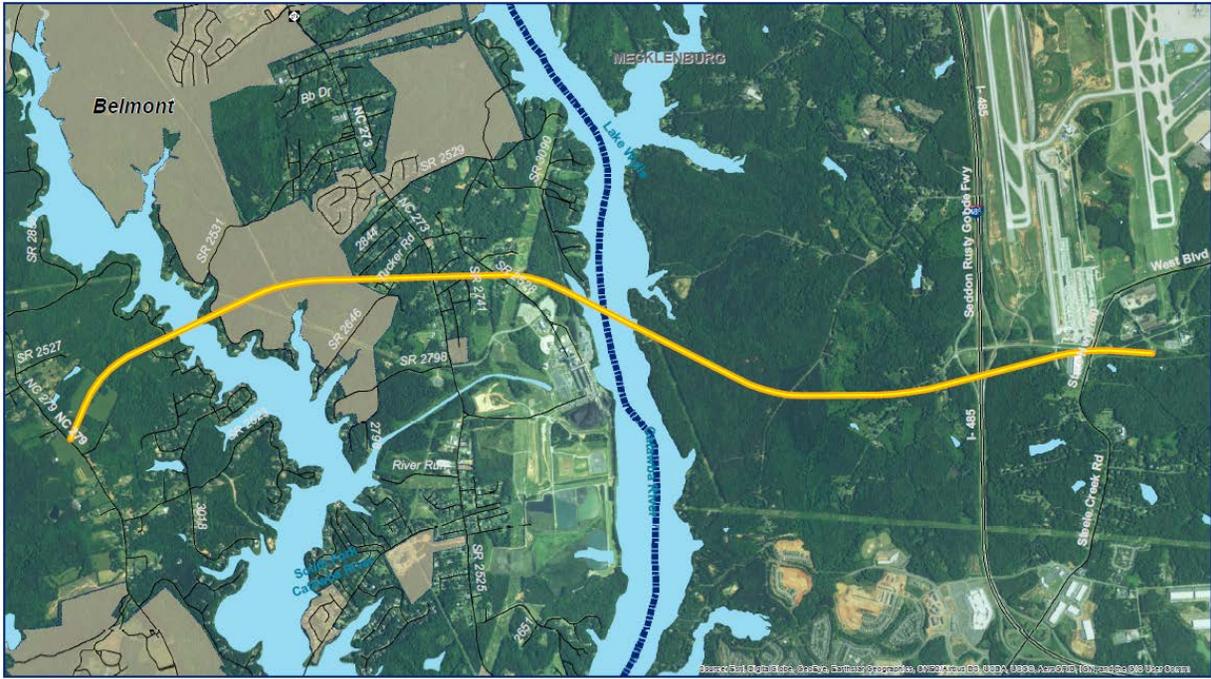
## **Final Report and Presentation**

The Consultant will prepare a comprehensive document summarizing the feasibility, conceptual engineering, environmental screening, traffic analysis and design conclusions, including the following:

- Purpose and Need Statement in accordance with federal project requirements;
- Crossing Alternatives;
- Potential conceptual cross sections;
- Environmental impact screening list;
- Opportunities and constraints analysis;
- Operating and maintenance assumptions and requirements;
- Summary of Community Input/Interest;
- Traffic Analysis;
- Analysis of options;
- Planning level cost estimates for bridge options;
- Cost to Benefit Analysis for each alternative;
- Project financing, including potential funding sources for capital and operating costs;
- Warrants for NC Route designation; and
- Recommendation for preferred alternative for initial project implementation based on above items.
- Timeframe for considering future roadway extension to I-85 and US 321 based upon future traffic volumes.

The Consultant will present the findings of the feasibility study to the GCLMPO and CRTPO Technical Coordinating Committees (TCCs) and Boards.

**ATTACHMENT A: LOCATION MAP (FOR REFERENCE ONLY)**



## **ATTACHMENT B: PROPOSAL SUBMITTAL REQUIREMENTS**

### **I. INTRODUCTION**

These guidelines were developed to standardize the preparation of proposals by consultants for engineering services. The purpose of these guidelines is to help assure consistency in format and content of proposals that are prepared by consultants and submitted to the MPO. This process will reduce the time required for the consultant to prepare a proposal and will simplify the review process by MPO staff.

The proposal must contain the following information:

1. Cover/Introductory Letter
2. Qualifications and Team Experience
3. Organizational Chart
4. Work Plan
5. Project Schedule
6. Supportive Information
7. References (Minimum 3 for Proposing Firm and 3 each for Subconsulting Firms)
8. Conflict of Interest Statement
9. Insurance Coverage
10. RS-2 Forms ([NCDOT Required Forms](#))
  - RS-2 forms SHALL be submitted for the Prime Consultant and ANY/ALL Subconsultant firms. In the event the firm has no subconsultant, it is required that this be indicated on the Subconsultant Form RS-2 by entering the word "None" or the number "ZERO".

### **II. RECOMMENDED DETAIL**

NOTE: All references to the maximum number of pages are to a single side. Proposals shall be on 8-1/2" x 11" sheets. A twenty (20) page maximum is required for items 1 through 6 above. The minimum font size for the body text shall be 11 point. The required page limit does not apply to items 7 through 10 above, and an appendix may be included for supplemental information but not necessarily considered in the ranking of proposals.

Fold out pages are not allowed. In order to reduce costs and to facilitate recycling; binders, dividers, tables, etc. are prohibited. One staple in the upper left-hand corner is preferred.

Firms submitting proposals are encouraged to carefully check them for conformance to the requirements stated above. If proposals do not meet ALL of these requirements, they will be disqualified. No exception will be granted.

#### **A. Introductory Letter**

Letter must be addressed to:

Randi Gates, AICP  
GCLMPO Administrator  
GCLMPO  
PO Box 1748  
Gastonia, NC 28053

The cover letter must indicate the name of the firm submitting the proposal, the firm mailing address, telephone number, and the names of both the Project Manager and the Principal-In-Charge. The cover letter must be signed by the Consultant's Project Manager and a representative authorized to contractually bind the Consultant with the GCLMPO for requested services. The letter must summarize the Consultant's commitment to the project.

This letter should briefly touch on the consultant's project understanding and summarize critical issues, challenges, milestone tasks and appropriate resourcing. This should be based on existing information available in the Request for Qualifications, from a site visit, available related project documents, and from applicable regulations or requirements. This letter should also contain an expression of the consultant's interest in the work and a brief summary of any information about the project manager and proposed team that may be useful or informative to the MPO.

## **B. Qualifications and Team Experience**

Identify key personnel that will be made available to this project define their level of project involvement and time commitment. Describe the responsibilities of key team members and explain how they will interact with respect to delivery of critical tasks. Provide information that may assist the MPO in evaluating the ability, flexibility, and responsiveness in providing required services in a timely, professional, high-quality manner. Include a brief background of the firm, as well as the qualifications and experience of the firm, project manager, and each member of the consultant and sub-consultant team. Include resumes for each key staff member with descriptions of their most recent relevant project experience. Specific experience with State and Federal projects and procedures should be included.

Provide information on key staff member education, professional licenses, registrations and/or certifications, and other relevant background information. The proposed role for each key staff member shall be provided as a subheading on their respective resume.

## **C. Organizational Chart**

An organizational chart depicting the Consultant's proposed team, including any sub-consultants must be included in the proposal. The chart should clearly identify the Consultant team's project manager who will serve and the primary point of contact with MPO staff. The role of each key team member must also be identified on the chart.

NOTE: The MPO must approve any change in key personnel after the award of a project before the change is made.

## **D. Work Plan**

The Work Plan should clearly represent the feasibility phase of work. The work plan will ultimately become part of the contract by reference to the proposal and should be distinguishable as such. It should describe and define in a specific, concise and straightforward manner the tasks and approach necessary to achieve the project objectives described in this Request for Qualifications. Include in the work plan the Consultant's internal control for ensuring communication with MPO staff is adequate and timely, and submittals are complete and on time.

## **E. Project Schedule**

The prospective Consultant shall prepare a schedule that is both adequate and reasonable to ensure timely completion of the tasks listed in the Work Plan.

## **F. Supportive Information**

Supportive information may include graphs, charts, photos, resumes, references, etc., and is to the consultant's complete discretion. Proposed modifications or amendments to the standard Contract for Services requested by the Consultant must be included within this section of the proposal.

## **G. References**

This section should describe work which is similar in scope and complexity to the project and which the Consultant team has undertaken in the last five years. A discussion of the challenges faced and solutions developed by the team is highly recommended. The section shall also include a summary table showing the following information:

- Name of project, construction cost, and date Consultant services were provided
- Names of Consultant's project manager and key team personnel
- Scope of the Consultant team's assignment on the project
- Name, Address, and current phone number of the agency and project contact

NOTE: A minimum of three references are required for the prime consultant and any sub-consultants on the project team. Each will be contacted by MPO staff. References with incorrect contact information will not count toward the required minimum. As applicable, past history and business with the MPO will be considered.

## **H. Insurance Coverage**

The prospective Consultant shall provide a summary of the firm's insurance coverage for comprehensive, general liability, professional liability, automotive liability and worker's compensation insurance. Indicate the limits of coverage on each policy. The City of Gastonia, as Lead Planning Agency of the GCLMPO, requires a minimum of \$1 million of general liability coverage during the contract period (see Appendix B).

## **ATTACHMENT C: GENERAL INFORMATION**

### **I. LATE SUBMITTALS**

A proposal is late if received at any time after the required submittal date and time. A proposal received after the specified time will not be considered and will be returned to the proposer.

### **II. MODIFICATION OR WITHDRAWAL OF SUBMITTAL**

Any proposal received prior to the date and time specified above for receipt of proposal may be withdrawn or modified by written request of the consultant. To be considered, however, the modified proposal must be received by the required time and date specified.

### **III. WRITTEN QUESTIONS**

Written questions should include the individual's name, address and must reference this RFP. Questions should be sent by e-mail to Randi Gates at randig@cityofgastonia.com. Any question received after August 9, 2019 will receive no response. **Questions via phone will not be responded to.**

Responses will be issued in the form of an addendum available to all interested parties. Interested parties should also send a request, by email only, to the person listed above to be placed on a public correspondence list to ensure future updates regarding the RFP or other project information can be conveyed. Questions must be submitted to the person listed above no later than **August 9, 2019**. The last addendum will be issued no later than **August 23, 2019**.

#### **IV. SELECTION PROCESS AND SCHEDULE**

The selection process will be conducted as follows:

- A. After the period has closed for receipt of Request for Proposals (RFP), each will be examined to determine compliance with the format requirements specified in the RFP. Any proposal that does not meet the format requirements will be eliminated from competition and returned to the consultant. The MPOs may reject any proposal if it is conditional, incomplete, or contains irregularities.
- B. A Selection Panel (SP) will review each proposal that meets the format requirements. SP members will individually evaluate and score each in accordance with the scoring system shown in the Evaluation Sample Criteria Worksheet.
- C. Following independent evaluation of the proposal, the top candidates **may** be requested to participate in an interview which will be scored in accordance with part 2 of the evaluation criteria contained in the Evaluation Sample Criteria Worksheet.
- D. The GCLMPO reserves the right to determine the qualifications of the firm on the basis of the written proposal only.
- E. All competitors will be notified of the results.

The tentative schedule is as follows:

Release Request for Proposals	July 22, 2019
Deadline for Questions	August 9, 2019
Last Addendum	August 23, 2019
Proposal Due Date	August 30, 2019
Shortlist Notifications*	September 20, 2019
Interviews (if needed) the week of	October 4, 2019
Notifications of Results**	October 7, 2019
Negotiations/Pre-Award Audit	October 15, 2019
City Council Agreement Approval	November 5, 2019

\*Notification will ONLY be sent to the shortlisted firms.

\*\*Notification will ONLY be sent to the selected firms.

## EVALUATION CRITERIA WORKSHEET

WRITTEN PROPOSAL	% of SCORE	MAXIMUM POINTS	REVIEWER SCORE
<b>Introductory Letter</b> – Reflects project understanding and summarizes critical issues, challenges, milestone tasks, and appropriate resourcing.	<b>10%</b>	<b>10</b>	
<b>Workplan</b> – Approach, understanding, and organization of tasks, understanding of interrelationship of critical tasks, hour commitment to each task, deliverables.	<b>40%</b>	<b>40</b>	
<b>Project Team</b> – Team organization, qualifications and experience of the firm, project manager, team, and sub-consultants on similar projects. Experience with MPO, state and federal projects and procedures. Key personnel are available and committed to the project.	<b>20%</b>	<b>20</b>	
<b>Quality Control</b> - Consultant’s internal controls, communications with MPOs are adequate and timely, and provide assurance for complete submittals.	<b>10%</b>	<b>10</b>	
<b>Schedule</b> – Adequacy and reasonableness of schedule and deadlines.	<b>10%</b>	<b>10</b>	
<b>References</b> – Performance and Recommendations	<b>10%</b>	<b>10</b>	
<b>SUBTOTAL FOR SHORTLISTING</b>		<b>100</b>	
INTERVIEW			
<b>Presentation by PM</b> - Project understanding, understanding of critical issues, expression of solutions-oriented approach; organization; expression of communication and management methodology.	<b>40%</b>	<b>40</b>	
<b>Presentation by Project Team</b> – Demonstration of related experience and project understanding; expression of project roles and approach; communication between team members and panel, presentation of critical issues, approach, and potential innovations/solutions.	<b>40%</b>	<b>40</b>	
<b>Q&amp;A</b> – Response to panel questions.	<b>20%</b>	<b>20</b>	
<b>SUBTOTAL FOR INTERVIEW</b>		<b>100</b>	
<b>RANKING OF CONSULTANT FIRM (assigned after completion of scoring)</b>			

## **Small Professional Service Firm (SPSF) Participation**

The Department encourages the use of Small Professional Services Firms (SPSF). Small businesses determined to be eligible for participation in the SPSF program are those meeting size standards defined by Small Business Administration (SBA) regulations, 13 CFR Part 121 in Sector 54 under the North American Industrial Classification System (NAICS). The SPSF program is a race, ethnicity, and gender neutral program designed to increase the availability of contracting opportunities for small businesses on federal, state, or locally funded contracts. SPSF participation is not contingent upon the funding source.

The Firm, at the time of the proposal submitted, shall submit a list of all known SPSF firms that will participate in the performance of the identified work. The participation shall be submitted on the Department's Subconsultant Form RS-2. RS-2 forms may be accessed on the Departments website at [NCDOT Connect Guidelines and Forms](#).

The SPSF must be qualified with the Department to perform the work for which they are listed.

Real-time information about firms doing business with the Department and firms that are SPSF certified through the Contractual Services Unit is available in the Directory of Transportation Firms. The Directory can be accessed on the Department's website at [Directory of Firms](#) – Complete listing of certified and prequalified firms.

The listing of an individual firm in the Department's directory shall not be construed as an endorsement of the firm.

## **Prequalification**

The Department maintains on file the qualifications and key personnel for each approved discipline, as well as any required samples of work. Each year on the anniversary date of the company, the firm shall renew their prequalified disciplines. If your firm has not renewed its application as required by your anniversary date or if your firm is not currently prequalified, please submit an application to the Department **prior to submittal of your proposal**. An application may be accessed on the Department's website at [Prequalifying Private Consulting Firms](#) – Learn how to become Prequalified as a Private Consulting Firm with NCDOT. Having this date on file with the Department eliminates the need to resubmit this data with each proposal.

Even though specific DBE/MBE/WBE goals are not required for this project, the Department of Transportation is committed to providing opportunities for small and disadvantaged businesses to perform on its contracts through established Department goals. The Firm, subconsultant and subfirm shall not discriminate on the basis of race, religion, color, national origin, age, disability or sex in the performance of this contract.