

Request for Qualifications (RFQ)

Professional Services

For

South Sioux City Dakota Avenue Study

September 22, 2025

Statement of Qualifications Due: October 13, 2025 at 4:00 PM CST

In accordance with Nebraska Consultants' Competitive Negotiation Act ([Neb. Rev. Stat. §81-1702](#)), the Brooks Act ([40 USC 1101](#)), and [23 CFR 172.5](#), Siouxland Interstate Metropolitan Planning Council (SIMPCO) is issuing a Request for Qualifications (RFQ) for a transportation study on Dakota Avenue in South Sioux City, Nebraska. This is a Federal-aid Project, funded by Nebraska DOT transportation planning funds (PL), and as a result, all rules in the Nebraska DOT LPA Guidelines must be followed. Price of service will not be considered in the consultant selection process. Qualified consultants are invited to submit a statement of qualifications as outlined below.

In accordance with Nebraska Revised Statute [84-712](#) et.seq., Nebraska Public Records Act, documents provided to SIMPCO are public records subject to disclosure unless consultant requests in writing that documents must be kept confidential and can demonstrate that such records are confidential under federal or state law.

Required Title VI Non-discrimination General Assurance

SIMPCO, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders/offerors that it will affirmatively insure {ensure} that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

PROJECT BACKGROUND

SIMPCO requests proposals from qualified firms or teams of firms with the appropriate expertise to develop a complete study of the Dakota Avenue corridor in South Sioux City, Nebraska. The study will examine existing conditions and recommendations for Dakota Avenue between the intersection of Riverview Drive and 6th Street to the intersection of 39th Street and Dakota Avenue. Dakota Avenue serves as one of the main corridors for South Sioux City, Nebraska. Traffic signal infrastructure along the corridor is outdated and as a result impedes the flow of traffic and causes safety issues for both vehicles and pedestrians.

The study will address traffic signal infrastructure, ADA compliance, access control, land use, bicycle and pedestrian infrastructure, transit infrastructure, transportation safety, and roadway design. The goal is to improve level of service through the corridor, to include all modes of transportation, and to improve the overall safety of the corridor. Consideration should be given to the city's anticipated commercial and industrial development and the

impact this will have on traffic patterns in the future. The consultant firm should evaluate current conditions and provide insight into potential future improvements in the area related to the study scope stated below.

The contract will be a lump sum or fixed price agreement.

Software and equipment requirements include Microsoft Office and Adobe Products.

STANDARD WORK CATEGORIES

Standard Work Categories anticipated on this project are listed below. Consultant/team must be certified in the following Standard Work Categories. Information regarding the [Standard Work Categories](#) can be found on NDOT's website.

- 102** Transportation Planning
- 140** Traffic Operation Studies & Design
- 250** Public Involvement
- 300** Traffic Data Collection – Vehicles, Bicycles, Pedestrians

STUDY AREA

South Sioux City, Nebraska on Dakota Avenue between the intersection of Riverview Drive and 6th Street to the intersection of 39th Street and Dakota Avenue. *See Figure 1.*

SCOPE OF WORK:

- Development of stakeholder/steering committee.
- Public participation, including solicitation of comments within the study area and throughout the MPO planning area.
- Data collection including traffic counts, speed studies, delay studies, crash and safety data and travel time runs.
- Signal timing analysis including evaluation of the current signal timing, assessing signal coordination and evaluating the signal phasing.
- Infrastructure assessment including evaluation of the condition and the functionality for current traffic signals; ADA compliance of signalized intersections; assessment of the condition of the roadway including pavement, lane marking and signage; evaluation of the design of the intersections.
- Roundabout study of the intersection of 9th Street and Dakota Avenue.
- Evaluation of all traffic control devices, including pavement markings.
- Planning analysis of current land uses and the effects of potential land (re)development on the transportation system.

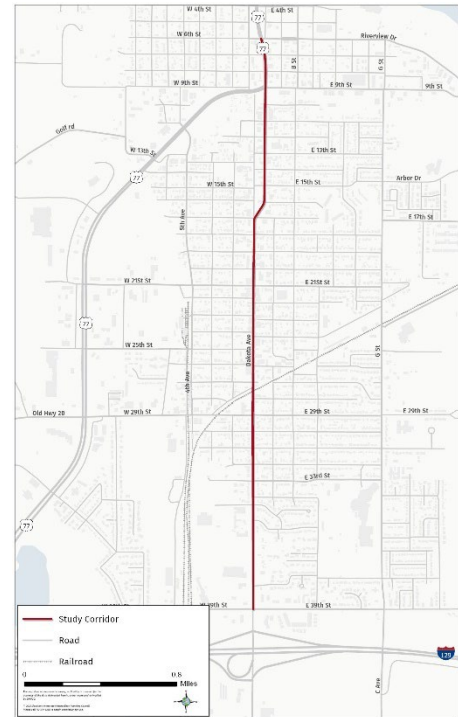


Figure 1: Study Area.

- Transportation analysis, including evaluation of transportation impacts due to land use development, traffic signal warrants, and traffic signal timing. Evaluation of access points, and pedestrian and bicycle transportation routes along the corridor.
- Modeling and simulation of traffic flow and evaluate the impact of proposed changes and optimize the signal timing plans for different traffic conditions.
- Conceptual layouts of potential corridor functionality improvements for vehicular and alternative transportation modes, including: signalization and traffic control improvements and discussion of types of potential environmental mitigation activities and potential areas to carry out these activities.
- Project priority summary, cost estimates, funding recommendations, and implementation plan.

KEY ELEMENTS:

- **Traffic Signal Analysis:** Analysis of the status of current traffic signals on the corridor and recommendations for upgrades and intersection improvements. Recommendations to include ADA compliance on all signalized intersections.
- **Land use Element:** Evaluation of current land use along the corridor and the effects of future land use plans and potential redevelopment on the transportation system.
- **Traffic Counts:** All traffic counts are to be completed by the consultant.
- **Travel Connections:** Evaluation of intersections and access points.
- **Levels of Service (LOS):** Analysis of the existing LOS compared to the predicted LOS of any proposed land use or traffic signal changes.
- **Traffic Simulation:** Identification of possible traffic issues due to the spacing of signals and how it may operate with any proposed changes.
- **Bicycle and Pedestrian Impacts:** Recommendation of potential bicycle and pedestrian routes and foreseen impacts due to land use changes and/or proposed traffic signal changes.
- **Transit Infrastructure:** Analysis of current transit infrastructure and recommended improvements.
- **Traffic Safety:** Identification of existing and potential traffic safety issues within the study area and address within the potential alternatives.
- **Alternatives:** Identification and evaluation of potential alternatives and development of an implementation plan. This may include other street improvements and/or configurations to achieve the best results.
- **Deliverables:** Deliverables for this project include:
 - A summary of existing conditions of each element listed above;
 - Recommendations for improvements addressing each project element listed above;
 - Roundabout study on the intersection of 9th Street and Dakota Avenue;
 - Potential alternative roadway configurations and designs;
 - Implementation guidance; and
 - An updated and improved signal timing plan.

SUBMITTAL REQUIREMENTS

Any questions regarding this RFQ should be submitted via email to nathan@simpco.org using the subject line “South Sioux City Dakota Avenue Study”. Any responses to questions will be made available to all submitted proposal agencies via email or phone call.

Responses to the RFQ must be received by Nate Kistner as follows:

Due Date: October 13, 2025
Time: Prior to 4:00 p.m. CST
Deliver to: Nate Kistner,
Regional Planner, SIMPCO
nathan@simpco.org
Deliverable: 1 electronic (PDF) copy

PROPOSAL CONTENT

To standardize responses and simplify the comparison and evaluation of responses, all statements must be organized in the manner set forth below, separated into sections, and appropriately labeled. All information and materials requested shall be provided in the proposal under a single cover.

Letter of Interest (maximum of one (1) page)

The full name and address of the firm’s organization and the branch office that will perform the services described herein shall be stated. The Principal-in-Charge of the branch office shall be identified. Summarize the Consultants’ interest in the project as well as identify the name and contact information of the designated Project Manager.

Company Profile(s)/Description (maximum of one (1) page)

Provide a description of the team in as much detail as necessary to demonstrate the team’s ability to carry out the scope of services as requested in this RFQ. Include a description for the prime and any sub-consultants that may be used for this effort.

Organization chart of the team (maximum of one (1) page)

The chart should identify the Project Manager and other key personnel.

Project Personnel

Qualifications of the project manager and personnel, including anticipated sub-consultants, with specialized skills shall be highlighted. A list of sub-consultants that will be used and the work they will perform.

Resumes for all key personnel

Details to be included on personnel resumes:

- Name, specialty, and job title
- Years of relevant experience with firm (and previous employers)
- Academic degree(s), discipline, and year degree(s) received
- Professional registrations

- Office location of Project Manager
- A synopsis of experience, training or other qualities that reflect the individual's related experience and expected contribution to the project.
- A brief history of professional certifications, registrations, and licenses that your firm / individuals hold that pertain to this project. If the firm or personnel have had their professional certification, registration, and / or license revoked, suspended, sanctioned please provide the dates and circumstances as a part of this response.

Past Performance (maximum of two (2) pages)

For each consultant, provide a maximum of three (3) examples of similar or related projects successfully completed within the last five years.

Project Approach (maximum of five (5) pages)

Provide a concise summary of the firm or team's approach to the project. If your proposal includes any variation to the proposed scope of work (reduced or additional services), please identify and provide justification for any modifications.

Project Schedule (maximum of one (1) page)

Discuss the consultant's and anticipated sub-consultant's current workload and its ability to complete the project in a timely manner. Provide a proposed timeline for completing the deliverables.

Completed Conflict of Interest Forms

See attached.

Completed DR Form 498

Architect, Engineer, & Related Service Detail Statement. See attached.

Proof of Insurance

EVALUATION AND SELECTION PROCESS

Qualifications will be evaluated by a selection committee established by SIMPCO during the month of October using the Short List Selection Criteria table shown below, to identify the firm or firms best qualified to meet South Sioux City's needs on this project. Short listed firms will be invited to interview either in person at SIMPCO's office or virtually. The interviews will consist of a 20-minute presentation followed by 10 minutes for questions and discussion. SIMPCO reserves the right to request interviews of any, all, or none of the consultants. Final selection will be made by the selection committee based on the Final Selection Criteria table below. Firms will be notified via email in regards to the selection committee's decision to move forward with the proposal. SIMPCO will make every effort to post the short-listed consultants and interview schedule on SIMPCO's website prior to the deadline identified in the Schedule of Activities. Upon completion of scoring, SIMPCO will post the final selections on SIMPCO's website prior to the deadline identified in the Schedule of Activities, or as soon as possible. Refer to the Schedule of Activities table below for information about the selection process timeline.

Short List Selection Criteria	
Selection Criteria	Weight & Possible Points
Professional qualifications necessary for satisfactory performance	15% (15 Points)
a) Project manager and key team members are qualified to perform the services necessary	
b) Consultant has demonstrated experience with multi-modal transportation planning, traffic signal analysis including ADA compliance, safety planning, and traffic simulation.	
c) Consultant's knowledge of the SIMPCO MPO and/or MPO processes and the applicable federal regulations and State and Federal procedures related to Metropolitan Transportation Planning and Programming	
Specialized experience and technical competence in the type of work required	15% (15 Points)
a) Consultant has provided comparable projects in which they have been involved	
b) Demonstrated experience using computer programs of the consultant, i.e. TransCAD or compatible travel demand modeling software, and ESRI-Based Geographic Information Systems software	
c) Consultant has incorporated safety analysis with a focus on pedestrian safety and accessibility into transportation plans	
d) Consultant has experience with planning for alternative modes and expertise in assessing and integrating multiple modes within a holistic transportation network	
Past performance of consultant	10% (10 Points)
a) Past performance on contracts with the SIMPCO MPO, other MPOs, government agencies, and/or regional planning organizations on previous similar projects (i.e. completed project to complete satisfaction of clients, completed project on schedule and within budget)	
b) Three (3) or more references included by consultant in proposal documentation and relevance to the subject matter	
c) Familiarity with the City of South Sioux City, including consideration for the city's diverse population and unique needs.	
Capacity to accomplish the work in the required time	10% (10 Points)
a) Consultant has adequate staff for this project	
b) Current workload of the consultant	
Understanding of the subject matter	25% (25 Points)
a) Land use/transportation relationships that inform transportation models and multi-modal transportation plans	
b) Multimodal transportation and mobility planning principles	
c) Best practices in intersection design	
Project approach and study design	25% (25 Points)
a) Recognize and identify special circumstances of this project	
b) Provide logical approach to tasks, schedule, and issues of this project	
c) Creative approach in performing tasks such as developing project planning data	
Total Points to Determine Short List	100% (100 Points)

Final Selection Criteria	
Selection Criteria	Weight & Possible Points
Short List Criteria Score	70 % (70 points)
Feedback from references on consultant's past performance	10 % (10 points)
Quality and Content of Interview	20 % (20 points)
a) Presentation was clear and concise	
b) Consultant addressed evaluation factors adequately	
c) Consultant's answers to selection team's questions were logical and thorough	
d) Consultant demonstrated a creative approach in performing tasks such as developing project planning data and use of emerging technology	
e) Management and communication approach	
Total Points to Determine Final Selection	100% (100 points)

Selection Process Schedule of Activities		
Activity	Date (2025)	Time (CST)
RFQ posted	September 22nd, 2025	
Last day questions will be accepted	October 6, 2025	4:00 PM
Last day Q&A or updates to RFQ may be posted	October 6, 2025	4:00 PM
Statement of Qualifications Due	October 13, 2025	4:00 PM
Post Short-List Consultants & Interview Schedule	October 24, 2025	4:00 PM
Interviews	October 29-31, 2025	TBD
Post Final Selections	November 7, 2025	4:00 PM

Conflict of Interest Disclosure Form for Consultants for

Local Federal-aid Transportation Projects

Firm Name (Consultant):

Project Owner (LPA):

Project Name:

Project Number:

Project Control Number:

As Consultant's Project Manager for the above local federal-aid transportation project, I have:

1. Reviewed the Conflict of Interest Guidance Document found on the NDOR website; and
2. Reviewed the Conflict of Interest laws, including 23 CFR § 1.33, 49 CFR 18.36 and Neb. Rev. Stat. §§ 49-1401 to 1444 and 49-1493 to 14,104, and in particular, 49-14,101 to 14,103.07; and
3. Reviewed the reverse side of this form, "How Do I Determine Whether I Have a Conflict of Interest?"

And, to the best of my knowledge, determined that, for myself, any owner, partner or employee, with my firm or any of my sub-consulting firms providing services for this project, including family members and personal interests of the above persons, there are:

☐ No real or potential conflicts of interest

If no conflicts have been identified, complete and sign this form and submit to LPA

☐ Real conflicts of interest or the potential for conflicts of interest

If a real or potential conflict has been identified, describe on an attached sheet the nature of the conflict, including the information requested on the reverse side of this form for the type of conflict being reported, and provide a detailed description of Consultant's proposed mitigation measures (if possible). Complete and sign this form and send it, along with all attachments, to LPA.

Print Name:

Title:

Signature

Date

How Do I Determine Whether I Have a Conflict of Interest?

The following Sections are provided as guidance to Consultant in determining whether a real or potential Conflict of Interest (COI) exists and in disclosing details concerning potential conflicts of interest. Please also review “The Law” and “Definitions” sections of the Guidance Document.

Section 1 – Consultant Officer or Employee COI

Is there anyone in your firm or business who is either; (1) employed by, on a full or part time basis; or (2) a public official or agent of, the local public agency (LPA) from whom this Request for Proposal (RFP) has been received?

If yes, please list on an attached sheet; (1) the name, address and phone number of the person(s); (2) the position held by that person(s) with Consultant; (3) the LPA position held by that person(s); and (4) a detailed description of the duties of that person(s) for LPA, including whether that person(s) has any duties for the LPA concerning the negotiating, approving, accepting or administering of any contract or subcontract for LPA’s federal-aid transportation project? (For this document, administering includes any duties of oversight, contract compliance, evaluation, or enforcement, but does not include the duties of paying or processing invoices that are reviewed and approved by others with LPA.)

Section 2 – Persons Associated with LPA, Financial or Personal Interest COI

Section 49 CFR 18.36(b)(3) Procurement, extends the potential for conflicts of interest to persons **associated with** an LPA official, employee or agent. There may be a conflict of interest on a federal-aid project if a person associated with an LPA official, employee or agent has a financial or **personal interest** in a consulting firm or business providing services for a project. These indirect conflicts of interest can extend to the following persons associated with an LPA official, employee, or agent: (a) Any member of his [or her] immediate family; (b) his [or her] partner; or (c) an organization which employs, or is about to employ, any of the above, when that organization has a financial or **other interest** in the firm selected for award. Is there anyone in your firm or business who is **associated with** (as listed in the preceding sentence) an official, employee, or agent of LPA from whom this RFP has been received?

If yes, please list on an attached sheet; (1) the name, address and phone number of the person(s); (2) the position held by that person(s) with Consultant; (3) the person’s relationship to LPA, including the name and LPA position held by the official, employee or agent of LPA; and (4) a detailed description of the duties of the official, employee or agent of LPA, including whether that person(s) has any duties for the LPA concerning the negotiating, approving, accepting or administering of any contract or subcontract for the LPA’s federal-aid transportation project?

Section 3 – Real Estate COI

If Consultant (or a sub-consultant) has an **Interest** in real estate located along or near the project that might be acquired, in whole or in part, for this federal-aid transportation project, which interest is either; (1) through anyone in Consultant’s organization, including a member of immediate family or a sub-consultant, having an ownership interest in; or (2) through a client for whom Consultant has been retained to provide professional services to the owner for that tract of land, then Consultant must disclose such interest and abstain from being involved in any aspect of the right-of-way valuation or acquisition process for the federal-aid transportation project.

If either of these situations exist, please provide on an attached sheet; (1) the name of the owner, the address and legal description of the property, and a description of the Consultant’s interest in the property; (2) a map or aerial photo identifying the location of the property; (3) a description of the potential need or use of this property for the federal-aid transportation project; and (4) a declaration by Consultant that it will comply with the third sentence of 23 CFR Section 1.33.

Architect, Engineer, & Related Services Supplement to Statement of Qualifications

Nebraska Department of Transportation, Project Development Division,
Attn: Agreements Engineer, 1500 Hwy 2, PO Box 94759, Lincoln NE 68509-4759

DEPT. USE ONLY

Contractor No.:

Purpose:

This form must be submitted by firms responding to the Nebraska Department of Transportation's (NDOT) "Request for Professional Consultant Services" (RFP).

Instructions:

Numbers below correspond to numbers on the form. **Please type all information.**

1. Submitting firm name and address.
 - a. Indicate whether this form is being submitted on behalf of a parent firm or a branch office. (Branch office submissions must list only personnel in, and experience of, that office.)
 - b. Firm's Federal Identification Number, or Social Security Number in absence of Federal I.D. No.
2. Work category(s) number(s) and name(s), identified in the NDOT's RFP, the firm is submitting on.
3. Address of the submitting office, if different than No. 1.
4. Name, title, telephone and FAX number of two principals from the submitting firm who may be contacted by the state. Listed principals must be empowered to speak for the firm on policy and contractual matters.
5. Total number of employees, by discipline, in the submitting office. While some personnel may be qualified in several disciplines, each person should be counted only once in accordance with his or her primary function. Include clerical personnel as "Administrative." Write in any additional disciplines on the blank lines provided, along with the number of employees in that discipline.

6. Name, office address and certificate information of key personnel of the firm holding a certificate of registration granted by the Nebraska State Board of Examiners for Professional Engineers and Architects, the Nebraska Board of Landscape Architectural Examiners, or the Nebraska State Board of Examiners for Land Surveyors. Such individuals must have full authority to make all final engineering, architectural or surveying decisions on behalf of the firm with respect to the designated work categories.
7. List not more than ten projects which demonstrate the firm's competence in the relevant work categories. The most recent projects completed for the Nebraska Department of Transportation are preferred. Information must include:
 - a. Name and location of the project.
 - b. Brief description of the firm's responsibilities on the project.
 - c. Name and address of the owner of the project.
 - d. Estimated or actual project completion date.
 - e. Total construction cost of the completed project, (or where no construction was involved, the approximate cost of your work) and that portion of the cost of the project your firm was/is responsible for.
8. Brief resumes of key personnel expected to participate in the advertised projects. Each resume must include:
 - a. Individual's name and title.
 - b. Project assignment that person will be expected to fulfill.

- c. Years of relevant experience with this firm and other firms.
- d. Highest academic degree achieved, the year, and the discipline covered (if more than one highest degree such as two PhD's, list both).
- e. Active registration as an architect, engineer, surveyor, etc., the field of registration, year such registration was acquired and the state(s) granting such registration.
- f. Experience, training and other qualifications which reflect the individual's potential contributions to the advertised projects. Include such data as: familiarity with NDOT procedures and engineering techniques, similar types of work performed in the past, and management abilities. Please limit synopsis of experience to relevant work categories.
9. Brief narrative discussion indicating the primary reasons your firm is especially qualified to complete the advertised projects. Information provided might include such data as specialized equipment and computer software, awards or recognition received by the firm or individuals in the relevant work categories, or special approaches or concepts developed by the firm in the relevant work categories.
10. Name of any firms you intend to sub-contract a portion of the project work to and work they will perform.
11. This completed form must be signed and dated by principal of the firm.

1. FIRM NAME AND ADDRESS:

1a. SUBMITTAL IS FOR:

☐ Parent Company ☐ Branch

1b. FEDERAL I.D. NO. OR SOCIAL SECURITY NO.:

2. WORK CATEGORY NUMBER(S) AND NAME(S):

3. ADDRESS OF SUBMITTING OFFICE: (If different from Item 1)

4. NAME, TITLE, TELEPHONE AND FAX NUMBER OF PRINCIPALS TO CONTACT:

5. PERSONNEL BY DISCIPLINE: (Submitting Office)

Administrative	Electrical Engineers	Mechanical Engineers	
Architects	Engr. Technicians/Aides	Planners:	
		Urban/Regional	
Biologists	Environ. Scientist	Sanitary Engineers	
Chemical Engineers	Estimators	Social Scientists	
Civil Engineers	Geologists	Soils Engineers	
Construction Inspectors	Hydrologists	Structural Engineers	
Drafters	Instrument/Rod/Chain Persons, etc.	Surveyors, RLS	
Ecologists	Interior Designers	Systems Engineers	
Economists	Landscape Architects	Transportation Engineers	
		Total Personnel in Submitting Office	

Name of Firm:

6. KEY PERSONNEL:		CERTIFICATE:			
NAME AND ADDRESS		NUMBER	DATE	TYPE	
7. WORK BY FIRM, OR NEW EMPLOYEES OF THE FIRM, WHICH BEST ILLUSTRATES CURRENT QUALIFICATIONS RELEVANT TO THIS CATEGORY OF WORK.					
a. Project Name and Location	b. Nature of Firm's Responsibility	c. Owner's Name and Address	d. Completion Date (<i>actual or estimated</i>)	e. Estimated Cost (<i>in thousands</i>)	
				Entire Project	Work for which firm was/is responsible
(1)					
(2)					
(3)					
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Name of Firm:

8. BRIEF RESUME OF KEY PERSONNEL: <i>(Duplicate this sheet, if necessary)</i>											
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Name of Firm:

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c. YEARS EXPERIENCE:				c. YEARS EXPERIENCE:				c. YEARS EXPERIENCE:			
With this Firm	-----	With Other Firms	-----	With this Firm	-----	With Other Firms	-----	With this Firm	-----	With Other Firms	-----
d. EDUCATION: Degree(s)/Year/Specialization:				d. EDUCATION: Degree(s)/Year/Specialization:				d. EDUCATION: Degree(s)/Year/Specialization:			
e. ACTIVE REGISTRATION: Year First Registered/Discipline/State				e. ACTIVE REGISTRATION: Year First Registered/Discipline/State				e. ACTIVE REGISTRATION: Year First Registered/Discipline/State			
f. OTHER EXPERIENCE AND QUALIFICATIONS RELEVANT TO THE PROPOSED PROJECT.				f. OTHER EXPERIENCE AND QUALIFICATIONS RELEVANT TO THE PROPOSED PROJECT.				f. OTHER EXPERIENCE AND QUALIFICATIONS RELEVANT TO THE PROPOSED PROJECT.			

Name of Firm:

9. USE THIS SPACE TO PROVIDE ANY ADDITIONAL INFORMATION OR DESCRIPTION OF RESOURCES SUPPORTING YOUR FIRM'S QUALIFICATIONS FOR THE PROPOSED PROJECT:		
10. SUBCONSULTANTS AND THEIR WORK:		
11. THE FOREGOING IS A STATEMENT OF FACTS. <i>(Signature)</i>	TYPED NAME AND TITLE:	DATE: