



## PRE-QUALIFICATION APPLICATION

### FIELD, LABORATORY AND OTHER GEOTECHNICAL RELATED SERVICES FOR GEORGIA DEPARTMENT OF TRANSPORTATION PROJECTS

Type (or print) the following information):

Name of Applicant (Applicant may be a Firm or Individual. Firms' employees who are responsible for performing services on behalf of firm must submit an individual Application).	Main telephone number:
	Fax number:
	E-mail address:
Address:	Federal Employer (Tax) Identification Number (EIN):
Check all which apply:            Headquarters <input type="checkbox"/> Branch <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/>	
Designation/Discipline:	Expiration Date:
Georgia License / Certification No (if applicable):	

**I. TYPE OF SERVICES OFFERED-** This application is submitted to the Georgia Department of Transportation (GDOT) for consideration and for approval as a pre-qualified service firm for the particular type service(s) indicated below:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> <b>Geotechnical Laboratory Services</b> | <input type="checkbox"/> <b>Pile Driving Analyzer Studies</b>     | <input type="checkbox"/> <b>Lake Siltation Studies</b> |
| <input type="checkbox"/> <b>Vibration and Blast Monitoring</b>   | <input type="checkbox"/> <b>Building Inspections (Structural)</b> | <input type="checkbox"/> <b>Geophysical Services</b>   |
| <input type="checkbox"/> <b>Foundation Drilling</b>              | <input type="checkbox"/> <b>Pavement Coring Services</b>          | <input type="checkbox"/> <b>Environmental Drilling</b> |
| <input type="checkbox"/> <b>Pipe Camera Inspection Services</b>  | <input type="checkbox"/> <b>Other</b>                             |  |

(Provide additional areas of expertise and/or other services):

**II. LABORATORY** -The applicant company/laboratory must be accredited by AMRL (AASHTO Materials Reference Laboratory). (Certificate, scope, and expiration date of the accreditation must be included with application); **OR, the applicant company must have recently applied to AMRL for accreditation** (Date of accreditation application, official notification from accreditation authority of current application status and anticipated date of accreditation and application expiration must be included with this form. If laboratory entity is different than above applicant, please attach detailed laboratory information).

**III. PERSONNEL CERTIFICATION** – The information requested in this section must be limited to the type(s) of work checked in section I, above. The Georgia Department of Transportation requires that key individuals responsible for field and laboratory services, testing and other work are appropriately certified or experienced for the services performed on State of Georgia projects. Examples of reputable certifying authorities are, but are not limited to, the following:

- Georgia Licensed Professional Engineers
- Georgia Licensed Professional Geologists
- National Institute for Certification in Engineering Technologies (NICET)

**Personnel of the applicant company are listed below with description of type, levels and status of certification or experience.**  
*(Please list appropriate program job titles such as "Technical Director", "Field Supervisor", etc.*

	NAME & JOB TITLE	CERTIFICATION TYPE/LEVEL OR EXPERIENCE	CERTIFYING AUTHORITY	EXPIRATION	LENGTH OF RELATED SERVICE	
					Overall	With Applicant
1						
2						
3						
4						
5						
6						
7						
8						

*(Attach additional sheets as necessary)*

Our company is applying for basic pre-qualification and listing with the Georgia Department of Transportation (GDOT) as a field, laboratory or other Geotechnical related service firm for the a period of two (2) years. We understand that all services by our firm shall be performed in accordance with State of Georgia laws and regulations and as directed by the authorized representative of GDOT. We will only seek projects which our company is qualified to perform and we will not subcontract the work to other companies or individuals that are not approved by GDOT. Furthermore, if employed in this capacity, we agree that we will faithfully perform and abide by the contract terms and act in the interest of GDOT, and as so instructed by GDOT. If GDOT should approve this application and determine we are eligible for service, we understand such approval and determination will not guarantee that our firm will be selected to be employed for service on any project during this, or any other term. We understand that approval or tentative approval of this application will include our firm in a list of "pre-qualified" firms, and all "pre-qualified" firms are subject to additional qualification procedures for actual selection to provide services. We further agree that if our application is approved, we will provide notice to GDOT of any changes to our staff, accreditations and/or certifications that would negatively impact our eligibility. We understand and agree that GDOT may release our firm from eligibility as deemed appropriate by GDOT at its sole discretion.

\_\_\_\_\_  
 Principal/Professional Signature

\_\_\_\_\_  
 Date

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 NOTARY PUBLIC  
 My Commission Expires: \_\_\_\_\_

NOTARY SEAL \_\_\_\_\_

# PRE-QUALIFICATION APPLICATION INSTRUCTIONS

## FIELD, LABORATORY AND OTHER GEOTECHNICAL RELATED SERVICES

### Purpose

The Department of Transportation's goal is to maintain and improve mobility by providing a safe, seamless, intermodal, environmentally-sensitive transportation system. The Department seeks competent professionals to provide services to meet these objectives. Services which are ultimately procured through this prequalification application process play a major role in ensuring the quality of State of Georgia transportation projects.

To be eligible to perform specific Geotechnical services on a GDOT project, consultants must be prequalified through this prequalification process. Such prequalification constitutes a GDOT determination of the consultant's basic eligibility and competence only. Additional qualifications submittals may be required for selection of certain services.

### APPLICANT PACKAGES SHALL BE 12 PAGES OR LESS (Per Service Type) AND BE PLACED IN THE FOLLOWING ORDER.

- The signed and notarized Application Form
- Required Documentation (see below)

### Minimum Qualifications for Pre-qualification and Required Documentation

(Note, the Required Documentation below, must be submitted tabbed or otherwise categorized in the same "alpha/numeric" order as the corresponding categories/headings below.)

#### **1. Geotechnical Laboratory Services:** Geotechnical laboratory must:

- a) Provide evidence that a current AMRL accreditation is possessed for any test(s) required to be performed.
- b) Provide evidence of a record of successful projects, similar in scope to GDOT projects over the past 8 years.
- c) Provide evidence that a minimum of \$100,000 Commercial General Liability Insurance may be maintained.

#### **2. Vibration & Blast Monitoring Services:** Firm must:

- a) Show evidence that a fulltime employee with the firm has at least 8 years of experience in the field of vibration and blast monitoring.
- b) Demonstrate a minimum of 5 years successful experience performing vibration and blast monitoring services including reviewing proposed blast plans and recommending modifications when needed.
- c) Provide evidence that a minimum of \$100,000 Commercial General Liability Insurance may be maintained.

#### **3. Foundation Drilling Services:** Firm must:

- a) Provide evidence of a minimum of 5 years successful experience performing foundation drilling work.
- b) Provide evidence that a minimum of \$500,000 Commercial General Liability Insurance may be maintained.

#### **4. Environmental Drilling Services:** Firm must:

- a) Provide evidence of a minimum of 5 years successful experience performing environmental drilling work including underground storage tank (UST) and hazardous waste (HW) investigations.
- b) Provide evidence that a minimum of \$500,000 Commercial General Liability Insurance may be maintained.

#### **5. Pile Driving Analyzer Studies:** Firm must:

- a) Show evidence of that a fulltime employee with the firm has at least 8 years of experience in performing and interpreting pile driving analyzer studies.
- b) Provide evidence of a minimum of 5 years successful experience performing and interpreting pile driving analyzer studies.
- c) Provide evidence that a minimum of \$100,000 Commercial General Liability Insurance may be maintained.

#### **6. Building Inspections (Structural):** Firm must:

- a) Show evidence that a Georgia licensed professional engineer, who has at least 8 years of experience in performing structural inspections on buildings, including commercial and residential, is a fulltime employee with the firm.
- b) Demonstrate a minimum of 8 years successful experience performing structural inspections on buildings and preparing engineering reports detailing the results and recommendations of such inspections.
- c) Provide evidence that a minimum of \$100,000 Professional Liability Insurance and \$100,000 Commercial General Liability Insurance may be maintained.

#### **7. Lake Siltation Studies:** Firm must:

- a) Show evidence that a Georgia licensed professional engineer or licensed professional geologist, who has at least 8 years of experience in performing and interpreting lake siltation studies, is a fulltime employee with the firm.
- b) Demonstrate a minimum of 5 years successful experience performing lake siltation studies and preparing engineering reports detailing the results and recommendations of such studies.
- c) Provide evidence that a minimum of \$100,000 Commercial General Liability Insurance may be maintained.

#### **8. Geophysical Services:** Firm must:

- a) Show evidence that a Georgia licensed professional engineer or licensed professional geologist, who has at least 8 years of experience in performing and interpreting geophysical studies, is a fulltime employee with the firm.
- b) Demonstrate a minimum of 8 years successful experience performing geophysical studies and preparing engineering reports detailing the results and recommendations of such studies.
- c) Provide evidence that a minimum of \$100,000 Professional Liability Insurance and \$100,000 Commercial General Liability Insurance may be maintained.

#### **9. Pavement Coring Services:** Firm must:

- a) Provide evidence of a minimum of 5 years successful experience performing pavement coring work
- b) Provide evidence that a minimum of \$500,000 professional liability insurance is maintained.

#### **10. Pipe Camera Inspection Services:** Firm must:

- a) Provide evidence of a minimum of 5 years successful experience performing pipe camera inspection with video recording
- b) Provide evidence that a minimum of \$500,000 professional liability insurance is maintained.

**NOTE:** Liability insurance is not required during the application process. However the applicant must be insured to submit bids or perform services for GDOT.

**Basic Pre-Qualification and Selection**

Applications received will be reviewed by GDOT for determination of the applicant's eligibility, based on the minimum requirements met by the applicant. Eligible applicants will be placed into a "Pre-qualification" list. Applicants will be notified of eligibility status within (60) days of application.

**Applicants are considered Pre-qualified only. The Department reserves the right to request additional qualifications.**

Actual selection of prequalified firms for project services will be accomplished by either Lowest Reliable Bid method, by a qualifications-based-selection (QBS) process, or by solicitation of bids from shortlisted firms upon additional qualifications review. The process used shall be as deemed necessary by GDOT. (See "Pre-Qualification Information for Geotechnical Service Consultants")

**This pool of qualified providers will be an exclusive source for GDOT to consider for specific services related to Geotechnical Engineering Services.**

**Term of Eligibility and Renewal**

If determined eligible, applicants will be included in the pool of pre-qualified consultants for the calendar years indicated on their application, or, if determined eligible during that period, beginning with the date the applicant was notified of eligibility. Eligible applicants may request an application for renewal of eligibility. Requests for renewal applications must be received by GDOT at least (60) days prior to expiration of eligibility.

**Completed Application**

Once your application is complete, please click the *Submit* button to email form to Georgia DOT ( [tsppre-qualificat@dot.ga.gov](mailto:tsppre-qualificat@dot.ga.gov) )