

# DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

---

## INTERDEPARTMENTAL CORRESPONDENCE

**FILE** [Project PI #] **OFFICE** Innovative Delivery  
[Project Name]  
Design-Build **DATE** [Date]

**FROM** Darryl D. VanMeter, P.E., State Innovative Delivery Administrator

**TO** Treasury Young, Procurement Administrator

**SUBJECT** SHORTLIST RECOMMENDATION

**Project Description and Schedule:** The subject Design-Build project includes [include brief project description].

**Shortlist Recommendation:** The procurement process as stated in the Request for Qualifications (RFQ), and the Design-Build Manual have been followed by the Technical Review Committee (TRC). The Design-Build Manual states that the Technical Review Committee may Shortlist up to five (5) Proposers. For the subject project the TRC recommends shortlisting the top [#] Proposers based on the scoring below.

Design-Build Proposers	SOQ Evaluation Score
[Proposer's Name]	##

This Office requests your concurrence to the above shortlist recommendation provided by the Technical Review Please contact [GDOT project manager] should you need further information.

CONCUR: \_\_\_\_\_  
K. Joe Carpenter, Jr., P.E., Date  
Director of P3/Program Delivery

CONCUR: \_\_\_\_\_  
Margaret B. Pirkle, P.E., Chief Engineer Date

DVM:###

cc: