PRE-QUALIFICATION APPLICATION

FIELD, LABORATORY, AND OTHER GEOTECHNICAL, ENVIRONMENTAL, AND PIT AND QUARRY CONTROL SERVICES

FOR

GEORGIA DEPARTMENT OF TRANSPORTATION PROJECTS

Type (or print) the following information):

Name of Applicant (Applicant may be a Company or Individual. Company employees who are responsible for performing services on behalf of the company must attach Resumes	Main telephone number: Fax number: E-mail address:
Address:	Federal Employer (Tax) Identification Number (EIN):
Check all which apply : Headquarters [ ] Branch [ ] Sole Proprietorship [ ] Partnership [ ] Corporation [ ]	
Designation/Discipline: Georgia License / Certification No (if applicable):	Expiration Date:

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:

☐ Geotechnical Laboratory Services [6.04(a)]	☐ Structural Crack Surveys *	☐ Fine and Coarse Aggregate Lab Testing [6.04(a)]
☐ Vibration Monitoring *	☐ Lake Siltation Studies *	☐ Corrosion Series Testing [6.04(a)]
☐ Foundation Drilling	☐ Geophysical Services [6.01(b)] *	
☐ Environmental Drilling	☐ Rock Core Testing [6.04(a)]	
☐ Pile Driving Analyzer Studies *	☐ Aggregate Performance Testing in Concrete	

*Engineering Analysis and Reports Shall Require a P.E. or P.G. in State of Georgia depending on the service required

[ ] Must be currently prequalified as an A&E Consultant for Geotechnical Services as listed in the GDOT Architectural and Engineering Consultant Prequalification Manual for Services which list an Area Class per GDOT Consultant Prequalification Required

II. **LABORATORY -The applicant company/laboratory must be accredited by AASHTO re:source.** (Certificate, scope, and expiration date of the accreditation must be included with application);

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 as specified in section I 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	Name Title					
2	Name Title					
3	Name Title					
4	Name Title					
5	Name Title					
6	Name Title					
7	Name Title					
8	Name Title					

(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 ENVIRONMENTAL AND PAVEMENT RELATED SPECIALITY 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 of existing Prequalification in area class 6.04(a)
   b) Provide evidence that a current AASHTO re:source accreditation is possessed for test methods listed in the test procedures checklist, and other applicable test methods.

2. ***Vibration Monitoring Services*:** Firm must:
   a) Provide evidence that a fulltime employee with the firm has at least 8 years of experience in the field of vibration and/or blast monitoring.
   b) Provide evidence of a minimum of 5 years successful experience performing vibration and/or 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.
   d) Seismograph field work does not require a P.E. or P.G. to be performed, however Engineering Analysis and Report data shall be signed by a P.E. or P.G. with experience in vibration monitoring.

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.
   c) Perform work in accordance with the Geotechnical Bureau Drilling Guidelines

4. ***Environmental Drilling*:** 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.
   c) Perform drilling in accordance with EPA, Region IV, Environmental Investigations Standard Operating Procedures and Quality Assurance Manual (EISOPQAM).

5. ***Pile Driving Analyzer Studies***: Firm must:
   a) Provide evidence that a fulltime employee with the firm has at least 8 years of experience in performing pile driving analyzer field work. Field work does not require a P.E. to be performed however Engineering Analysis and Report data shall be signed by a P.E. with experience in PDA studies.
   b) Provide evidence of a minimum of 5 years successful experience interpreting pile driving analyzer studies and a P.E. license.
   c) Provide evidence that a minimum of $100,000 Commercial General Liability Insurance may be maintained.
   d) Work shall be performed in accordance with ASTM D 4945-12 and any other applicable GDOT specifications.

6. ***Structural Crack Surveys:*** Firm must:
   a) Provide evidence of a minimum 8 years of experience in performing structural inspections on buildings, including commercial and residential, and is a fulltime employee with the firm.
   b) Provide evidence of a minimum of 8 years successful experience performing structural inspections on buildings and preparing engineering reports detailing the results and recommendations of such inspections and a PE license.
   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) Provide evidence of a minimum of 8 years of experience in performing and interpreting Lake Siltation studies, is a fulltime employee with the firm.
   b) Provide evidence of a minimum of 5 years successful experience performing Lake Siltation studies and preparing engineering reports detailing the results and recommendations of such studies and a P.E. or P.G. license.
   c) Provide evidence that a minimum of $100,000 Commercial General Liability Insurance may be maintained.

8. ***Geophysical Services:*** Firm must:
    a) Provide evidence of existing Prequalification in area class 6.01(b)
    b) Field work does not require a P.E. or P.G. to be performed, however Engineering Analysis and Report data shall be signed by a P.E. or P.G. with experience in vibration monitoring.

9. ***Rock Core Testing:*** Firm must:
    a) Provide evidence of existing Prequalification in area class 6.04(a)
    b) Provide evidence that a current AASHTO re:source accreditation is possessed for test methods listed in the test procedures checklist, and other applicable test methods required.

10. ***Aggregate Performance Testing in Concrete:*** Firm must:
    a) Provide evidence of existing Prequalification in area class 6.04(a)
    b) Provide evidence that a current AASHTO re:source accreditation is possessed for test methods listed in the test procedures checklist, and other applicable test methods required.

11. ***Fine and Coarse Aggregate Lab Testing:*** Firm Must
    a) Provide evidence of existing Prequalification in area class 6.04(a)
    b) Provide evidence that a current AASHTO re:source accreditation is possessed for test methods listed in the test procedures checklist, and other applicable test methods required.

12. ***Corrosion Series Testing:*** Firm Must
    a) Provide evidence of existing Prequalification in area class 6.04(a)
    b) Provide evidence that a current AASHTO re:source accreditation is possessed for test methods listed in the test procedures checklist, and other applicable test methods required.

Fill out the appropriate AASHTO re:source accreditations in the test procedures checklist on the following pages. Perform all tests in accordance with the GDT standard when listed or the most recent version of the ASTM or AASHTO test method if no GDT method provided.

NOTE: Liability insurance is not required during the application process. However the applicant and all sub-contractors must be insured to submit bids or perform services for GDOT. Certificate of Liability Insurance shall have GDOT name and address included in the Certificate of Holder.

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.

How to Apply

All applicants are required to submit a signed and notarized Prequalification application for each discipline being applied for via e-mail to the Transportation Services Procurement mailbox at Geotech_Pre-Qualification@dot.ga.gov, along with all required supporting documentation. Any application that does not have an authorized signature and/or is not notarized and all supporting documentation included will not be processed.

Test Procedures Checklist

Test Method	AASHTO / ASTM	GDT	Accredited
Geotechnical Laboratory Services Required Tests			
Dry Preparation of Samples	T87 / D421		
Particle Size Analysis of Soils by Hydrometer	T88 / D422		
Liquid Limit of Soils (Atterberg Limits)	T89 / D4318		
Plastic Limit of Soils (Atterberg Limits)	T90 / D4318		
Moisture-Density (Proctor) of Soils, Standard Effort	T99 / D698		
Moisture-Density (Proctor) of Soils, Modified Effort	T180 / D1557		
California Bearing Ratio	T193 / D1883		
Moisture Content of Soils	T265 / D2216		
Amount of Material Finer than a No. 200 (75-Um) Sieve	D1140		
Classification of Soils (Unified System)	D2487		
Organic Content	T267 / D2974		
Geotechnical Laboratory Services Extra Available Tests			
Specific Gravity of Soils	T100 / D854		
Moisture-Density Relations of Soil-Cement Mixtures	T134 / D558		
Unconfined Compressive Strength of Soil	T208 / D2166		
One-Dimensional Consolidation of Soils	T216 / D2435		
Unconsolidated, Undrained Triaxial Compression	T296 / D2850		
Consolidated, Undrained Triaxial Compression	T297 / D4767		
Limerock Bearing Ratio	FM5-515		
Rock Core Testing Required Tests			
Standard Test Methods for Compressive Strength and Elastic Moduli of Intact Rock Core Specimens under Varying States of Stress and Temperatures	D7012		
Standard Practices for Preparing Rock Core as Cylindrical Test Specimens and Verifying Conformance to Dimensional and Shape Tolerances	D4543		
Standard Test Method for Splitting Tensile Strength of Intact Rock Core Specimens	D3967		
Aggregate Performance Testing in Concrete Required Tests			
Sieve Analysis of Fine and Coarse Aggregate	T27		
Specific Gravity and Absorption of Fine Aggregate	T84		
Specific Gravity and Absorption of Coarse Aggregate	T85		
Standard Test Method for Temperature of Freshly Mixed Hydraulic-Cement Concrete	C1064		
Standard Practice for Sampling Freshly Mixed Concrete	C172		
Standard Test Method for Slump of Hydraulic-Cement Concrete	C143		
Standard Test Method for Air Content of Freshly Mixed Concrete by the Pressure Method	C231		
Standard Practice for Making and Curing Concrete Test Specimens in the Field	C31		
Standard Test Methods for Compressive Strength and Elastic Moduli of Intact Rock Core Specimens Under Varying States of Stress and Temperatures	C-39		
Fine and Coarse Aggregate Lab Testing Required Tests			
Material Finer than #200 Sieve in Mineral Aggregate by Washing	T11		
Organic Impurities in Fine Aggregate for Concrete	T21		
Sieve Analysis of Fine and Coarse Aggregate	T27		
Resistance to Degradation of Small Size Coarse Aggregate	T96		
Reducing Samples of Aggregate to Testing Size	T248		
Specific Gravity and Absorption of Fine Aggregate	T84		
Specific Gravity and Absorption of Coarse Aggregate	T85		
Reactivity (ASR)	T303		
Maximum Dry Density	T99	GDT-24	
Determine Theoretical Maximum Dry Density and Optimum Moisture	T180	GDT-49	

Test Method	AASHTO / ASTM	GDT	Accredited
Sand Equivalent	T176 / D2419	GDT-63	
Quick Specific Gravity on Aggregate		GDT-74	
Durability of Aggregate	T210	GDT-75	
Determine Chemical Properties of Backfill Materials		GDT-98	
Determine the Percentage by weight of Schist, Phyllite, or Shale		GDT-104	
Determine Flat and Elongated Particles in Coarse Aggregate		GDT-129	
Determine Friable Particles in Fine Aggregate		GDT-132	
Determine Friable Particles in Fine Aggregate		GDT-133	
Corrosion Series Testing Required Tests			
pH	T289 / D2976, D4972, G51		
Resistivity	T288 / D1125, G57		
Chlorides Testing	T291 / D512		
Sulfates Testing	T290 / C1580, D516		