Instruction for SOQ Forms: C255 & D255

(Note do not submit these instructions with the SOQ)

This document is intended to provide general guidance related to the use of the forms that constitute the Statement of Qualifications (SOQ).

Additional information for this submission is contained in the RFQ Section 3.2.1. If there are any conflicts between the RFQ and this document, the RFQ document will take precedence. The Consultant Selection rules do not apply to these forms. The Proposer is to follow the guidance set forth below and as described in the RFQ.

Two forms are required to be filled out by each Proposer, one for the design qualifications and one for the construction qualifications. The first form is entitled SOQ C255 (for the construction contractor) and SOQ D255 (for the Prime Designer). If a firm has both design and construction expertise within one entity, the entity shall fill out both forms.

The information to be included in the SOQ Submission is listed in the RFQ "Submission Documents" section.

"Conflict of Interest and Unfair Competitive Advantage Certification," forms and other attachments must accompany the SOQ forms as detailed in the RFQ.

Submission of additional material beyond the information required in the RFQ will not be allowed. Additional information such as corporate brochures and pamphlets will be discarded.

The Proposer must ensure that they use the latest SOQ Forms in the latest addendum to the RFQ found on The Department of Administrative Services, State Contracting Portal for Department of Transportation projects:

State Contracting Portal-Transportation, Department of