

DEPARTMENT OF TRANSPORTATION

ADMINISTRATION

DIVISION OF PROCUREMENT AND CONTRACTS

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<http://caltrans-opac.ca.gov>

*Serious drought.
Help save water!*

[Date]

[Consultant's Contact Person, Title]

[Consultant's Name]

[Street Address]

[City, State Zip Code]

NOTICE OF RESULTS**REQUEST FOR QUALIFICATIONS NUMBER [##A####]**

Listed below, in alphabetical order, are the consultants that have been selected to interview for Contract Number [##A####] for [Type and General Title of Services]:

1. [Prime consultant 1 name]
2. [Prime consultant 2 name]
3. [Prime consultant 3 name]

The Statements of Qualifications (SOQs) were evaluated by a panel of senior and supervising technical experts in the Department of Transportation (Caltrans) who were selected for their specialized understanding of the work required. Consultant Selection Committee (Panel) members reviewed each SOQ, evaluated SOQ strengths and weaknesses, and independently assigned a weighted score to each of the five (5) initial evaluation criteria identified in the Consultant Evaluation forms ADM-2027a and ADM-2027b. The initial evaluation phase resulted in the top [##] highest scoring consultants identified above. These [##] consultants are being invited to interview in the final evaluation phase of the Request for Qualifications selection process.

The resulting top-ranked consultant will be invited to engage in contract cost negotiations. Caltrans Division of Procurement and Contracts (DPAC), will need a copy of the financial documents listed on the appropriate Financial Documents Submittal Checklist available at: <http://www.dot.ca.gov/hq/dpac/enhancedprocessdocuments.htm>. Financial documents must be received no later than five working days prior to the cost negotiation meeting.

The consultants listed above will shortly be mailed the Draft Scope of Work/Deliverables and an invitation to interview.

All consultants will receive notification of the time to schedule a debriefing once the process has been concluded and contract is executed.

[RFQ Number]

Notice of Results

[Date]

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Caltrans appreciates the interest shown by all consultants who submitted SOQs for consideration in this process.

Sincerely,

[Contract Analyst's Name]

DPAC A&E Contract Analyst