



DOT Engineering Task Order Contracting - *A Two Step Process*

January 31, 2022

Statement of Qualifications (SOQ)

- All engineering firms interested in doing business with the County must be **prequalified** through GDOT or Cobb DOT.
- Firms are allowed to submit an SOQ quarterly to be added to the prequalified vendor list or to update firm information.
- Firms must be pre-approved to submit bids on projects.
- Once approved, firms will be notified of all RFPs (Request for Proposals) or RFQs (Request for Qualifications) for GDOT projects that are out for bid.
- If you are not approved, you will have to visit the Cobb DOT or Purchasing websites for all bid/RFP related information.

<https://www.cobbcounty.org/transportation>
<https://www.cobbcounty.org/purchasing>



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Master Task Order Contract Process

- The Master Task Order (MTO) contract is a non-cost technical proposal that provides on-demand support for CCDOT in implementation of its Transportation Improvement Program (TIP). This is a 2-year contract with a one (1) year option.

Please Note: There is no minimum or maximum amount of work guaranteed under this solicitation. Work will be procured on an as-needed basis.

- The total maximum contract value is \$500,000 per firm per year.
- The 5 categories are:
 - CAT A → Transportation Planning & Environmental Services
 - CAT B → Highway Design: Roadway, Bridge, Surveying & Geotechnical
 - CAT C → Traffic Engineering
 - CAT D → Transit
 - CAT E → Aviation

Firms are allowed to submit separate proposals for multiple categories.

MTO Contract Process

The RFPs for Task Order Contracting (TOC) are advertised in the Marietta Daily Journal as well on the Cobb DOT & Purchasing websites.

- ***Note: All firms approved in the SOQ process will receive an email from DOT with the RFP attached.***

Once bids are received, a pre-approved evaluation committee will review the proposals using the County's evaluation criteria and recommend which firms should be awarded a MTO contract in each category.

The recommendations are presented to the Board of Commissioners (BOC) for consideration. A BOC consensus is required for MTO contract approval.

THINGS YOU WANT TO KNOW

- Scopes of work are issued under individual Task Orders Contracts (TOC) that are linked to the Master Task Order (MTO) contracts.
- Once the MTO contract period ends, there can be no more work issued.
- The SOQ and MTO processes begin around the same time with the prequalified/approved vendor list to be approved before the MTO contracts can be awarded.
- The goal is to complete the new SOQ and MTO processes *before* the current MTO contract period ends.

Purchasing Department

- **All** sealed bids are to be submitted to the Purchasing Department

Purchasing Department

122 Waddell Street

Marietta, GA 30060

- Sealed Bids/Proposals delivered to the Cobb DOT office will **not** be accepted.
- Proposals submitted after the RFP submission deadline will **not** be accepted or opened.





Q & A