

SUBCONTRACTING PLAN

Addendum to Statement of Qualifications

in response to

FHWA RFP DTFH61-02-R-00043

WSA's subcontracting plan for this project consists of the following 11 elements.

1. For this project, WSA has established an overall subcontracting goal to small businesses of 5 percent consisting of 2 percent for small disadvantaged businesses, and 3 percent for women-owned small business concerns as subcontractors. No specific goals have been established for veteran-owned small businesses, service-disabled veteran-owned small businesses, or HUBZone small businesses.
2. The total number of dollars planned to be subcontracted cannot be determined, the solicitation is for "Indefinite Delivery/Indefinite Quantity" contracts.
3. The services to be subcontracted will include transportation planning and environmental process services which WSA does not possess within its own staff, training development services, and assorted other services such as reproduction, printing, graphics, and training supplies. Training development services will be primarily contracted to Maher and Maher. The remaining services to be subcontracted represent the work for which small business enterprises will be principally eligible.
4. The subcontracting goals for small businesses were determined based on an estimate of the extent to which WSA and our training development subcontractor will need subcontracting services to complete potential work, and an estimate of the extent to which our experience indicates that small business enterprises are available to provide those services.
5. A database of qualified small businesses, WBE and DBE firms is maintained at WSA's corporate headquarters. In the event that the search of our internal database is not successful, other databases, such as the PRO-Net database of qualified firms maintained by the Small Business Administration or databases of DBE/WBE/OBE/MBE firms maintained by states and other agencies, will be utilized.
6. The subcontracting goals are based on total project costs to be recovered from FHWA and WSA's total payments to be made to subcontractors. These include indirect costs in both cases.
7. Neal Denno, Principal Transportation Planner, is a project manager with WSA. He is FHWA's principal contact for this project and is charged with responsibility for ensuring that WSA Project Managers prepare proposals and manage projects stemming from Task Orders on this project consistent with this subcontracting plan.

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8. WSA has extensive experience in subcontracting with disadvantaged and woman-owned small business subcontractors. WSA will use our internal databases, industry contacts, and external databases to identify potential subcontractors from whom to solicit proposals.
9. WSA will include the clause FAR 52.219-8, Utilization of Small Business Concerns, in all subcontracts that offer further subcontracting opportunities and all subcontractors that receive subcontracts in excess of \$500,000 to adopt a plan that complies with the requirements of the clause at FAR 52.219-9, Small Business Subcontracting Plan.
10. WSA will cooperate in any studies, surveys, reporting, and form submissions required by FHWA related to this subcontracting plan.
11. WSA will maintain records of contacts with and notices to potential small business subcontractors for subcontracting opportunities arising from Task Orders on this project. Records will be maintained concerning the effort to solicit bids or proposals from subcontractors, as well as upon the success of those efforts.