



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION  
1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219 2000

Charles A. Kilpatrick, P.E.  
Commissioner

May 3, 2017

## QUESTIONS AND ANSWERS TO ALL OFFERORS:

Reference – Request for Proposal	SB-20170419
Procurement Description:	Statewide Term Contract for Providing Tunnel Repairs and Inspection
Commodity:	Engineering Services- Professional
Location:	Statewide
RFP Dated:	April 19, 2017
Expression of Interest Due Date:	May 11, 2017 by 2:00pm (no change)

## THE QUESTIONS BELOW REFERENCE THE RFP FOR THIS CONTRACT

**Question 1:** For RFP No. SB-20170419 Limited Services Term Contract for Providing Tunnel Repairs and Inspection Statewide, the RFP provides reference to the listing of certified DBE's with VDOT. The link does not work, and the link provided on the VDOT website also no longer connects to the listing of certified DBE's. Can you provide that listing for information, or provide a different link?

**Answer 1:** The Va. Department of Minority Enterprise has changed its name and website address. The link below should take you to the current site where you can find the list of firms and related information.

[www.sbsd.virginia.gov](http://www.sbsd.virginia.gov)

**Question 2:** In addition to design services, the scope of this contract may include tunnel inspections, evaluations of tunnel systems, and rehabilitation or upgrade of communications systems. We have several key personnel with extensive experience in these areas who do not have a DPOR license. Is it acceptable to include several key personnel in this proposal that do not have a current Virginia DPOR license?

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Answer 2: Any key personnel in responsible charge shall be a current Virginia DPOR licensed professional engineer. There may be some instances where key personnel proposed by the consultant may not require a Virginia DPOR license.

Question 3: At the time of submittal, we will not have a valid FAR Approval Letter or Title VI Certification letter from VDOT. Should we state in our proposal that we are currently going through the process with VDOT and anticipate have these letters prior to award?

Answer 3: Yes, have these requirements in process and so state in your proposal.

Question 4: The RFP notes on p.3: The qualifications of the Project Manager, Inspection Team Leaders for all inspections performed, and the individual(s) charged with the overall responsibility for structure load ratings must meet the requirements as stated in the National Bridge Inspection Standards 23 CFR 650 Subpart E. Should this reference actually be to the National Tunnel Inspection Standards, NTIS, in lieu of the NBIS?

Answer 4: Yes, the National Tunnel Inspection Standards apply.

Question 5: The key personnel for the project must be Professional Engineers in the State of Virginia to be in responsible charge of the inspections and designs. Given that the qualifications for this project require highly specialized personnel with expertise in tunnel inspection and rehabilitation, and in preparing guidance documents for inspections, is it permissible to submit key personnel for which licensure reciprocity is pending?

Answer 5: Any key personnel in responsible charge shall be a current Virginia DPOR licensed professional engineer. For this requirement, it would not be permissible to submit key personnel for which licensure is pending.

Question 6: Please confirm if it is acceptable to provide current License Details for firms and individuals via the DPOR License Lookup tool in lieu of full size copies of the certificates.

Answer 6: No, VDOT will not accept license details for firms and individuals from the DPOR Lookup Tool in lieu of full size copies of certificates as required per the RFP. The RFP requirements must be followed.

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Thank you for your interest in this procurement.

A handwritten signature in blue ink that reads "Jeff Hetzer". The signature is stylized with a large initial "J" and a long horizontal stroke.

Jeff Hetzer  
Alternative Project Delivery Division