



COMMONWEALTH of VIRGINIA

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

Stephen Brich
Commissioner

February 14, 2018

QUESTION AND ANSWER TO ALL OFFERORS

Reference – Request for Proposal:	CD - 20180201
Project Description:	Statewide Construction Project Closeout
Commodity:	Engineering Services, Professional (92500)
Locations:	Statewide
RFP Dated:	February 01, 2018
Expression of Interest Due Date:	February 22, 2018, 2:00 pm (No Change)

Question:

Are the VDOT Capped Rates being based on the Statewide Rates or will the NOVA Rate apply to work performed there?

Answer:

As identified in the December 19, 2017, CEI Classification Hourly Rate Pay Limitations Memo. This Statewide contract is anticipated to be negotiated with the Maximum Statewide Hourly Rate.

Question:

Could you clarify the VDOT materials and testing certification requirements for the Final Records Coordinator? On page 6 of the RFP, it states that these requirements are identified under the Construction Inspector – Project Records Reviewer classification. However, it is not clear to me if they need to meet the requirement of the Construction Inspector, what is desired versus what is required, or how this requirement relates to Features of Work for the Finals Records Coordinator. If the requirements could be specified, it would be greatly appreciated.

Answer:

The following requirements are applied to the Finals Records Coordinator: As identified in the RFP page 8:

It is the sole responsibility of the Consultant Engineering Firm to provide qualified personnel that possess all applicable certifications necessary to review project records on tasks assigned by the Department. It is preferred, however not required, that Construction Inspector – Project Records Reviewer positions have the certifications associated with any documentation they are reviewing, including VDOT material test reports and inspection diaries.

Question:

Item 4 under Expression of Interest: Volume I and II indicates to include resumes for KEY PERSONNEL ONLY, as marked by an asterisk (*) next to the classification in the Scope section (page 5). Are these four resumes to be submitted for the team or are we to submit these four resumes for each firm listed on our team in SF 330 Part I Section C?

Answer:

The four key personnel resumes should be submitted as a team

Question:

Are the classifications listed on page 5 of the RFP the only staff to be included on the org chart in SF 330 Part I Section D?

Answer:

You may submit beyond the personnel stated in the RFP if you please, but the ones asked for in the RFP will be the ones evaluated in scoring

Question:

According to the table on page 11, Volume II should contain a “Table Matrix containing the requested information (SCC and DPOR registration and license(s)) and Full-size copies of VA. SCC and DPOR (firm and key staff)” Does this mean to ONLY the SCC/DPOR registrations/licenses of the key staff as indicated by an asterisk (*) on page 5 of the RFP should be listed or should this documentation be included for any staff listed on the org chart or mentioned in other response sections?

Answer:

All SCC and DPOR registration licenses should be submitted for all firms and key staff. DPOR would be only for professional licenses for the firm and personnel

A Revised RFP **will not be published.** The Expression of Interest due date and all other information will remain the same.

Thank you for your interest in VDOT's Professional Service Consultant Procurement Program.

NISHANT M PATEL

Nishant M. Patel

Procurement Officer

Alternative Project Delivery