

April 15, 2024

**NOTICE TO OFFERORS**

**ADDENDUM NO. 1**

RFP RFQ 642824

The following changes and/or additions shall be made to the original Request for Proposal No. RFQ 642824: Construction Engineering Inspection services for the Route 9 & Route 287 Roundabout. Please acknowledge receipt of this addendum by signing and returning with your proposal.

The purpose of this addendum is to answer questions received.

Prepared By: s/Kristy Varda, NIGP-CPPP, CPPO, CPPB

Date: 4/15/2024

Contracting Officer

Acknowledged By: \_\_\_\_\_

Date: \_\_\_\_\_

## START OF QUESTIONS

Q1. Does this project include DBE requirements?

A1. There are no DBE requirements.

Q2. Per RFP Section 5.1, please confirm that the County anticipates requiring one full-time on-site inspector with other services as needed.

A2. One Full-time inspector and other services as needed.

Q3. Does the County anticipate the Construction Manager position being full-time?

A3. No. Construction Manager duties will be part-time or as needed.

Q4. Are the plans available for review including construction phasing? If so, how can we obtain a copy?

A4. Plans will be made available to the highest ranked offeror during the negotiation process.

Q5. Will there be any work on (or impacting) the existing bridge on Route 9 just west of the proposed roundabout?

A5. There are no scheduled bridge work or inspections. Just tie ins and pavement markings.

Q6. Can the resumes be 2 pages?

A6. There are no page limitations on the resumes.

Q7. Should Certificate of Insurance be included in Section A or B?

A7. The certificate is listed in Tab B.

Q8. Should Attachment 1, Proprietary / Confidential Information Identification form, be signed and included in the proposal if the offeror is not going to include any confidential or proprietary information in their proposal?

A8. Only complete this form if needed.

Q9. Is it correct that only the prime consultant needs to fill out the required forms and there is no DBE goal.

A9. There are no DBE goals, forms must be completed by the Offeror submitting the proposal. .

Q10. Is the Construction Manager a full-time on-site position?

A10. No. Construction Manager duties will be part-time or as needed.

Q11. Could you please describe the difference between the resume projects and the portfolio of projects? Should it be two separate documents?

- A11. Portfolio is a list of projects, separate from the resume, demonstrating the Construction Manager's experience on managing projects similar to the RFP Scope of Services. This will be a separate document. One describing overall portfolio experience; the other is related to personal qualifications.
- Q12. Which resumes should include portfolio of projects?
- A12. Construction Manager and additional key members specifically on-site lead inspector.
- Q13. On page 17 of 43, Tab I. Appendices states "copies of certifications (including VDOT) and licenses are to be included." Please clarify the types of licenses/certifications. Are these just for the key personnel or does this also include firms' licenses/certifications?
- A13. The certification/licenses should be related to key personnel and credentials of the project team. If additional information related to firms is needed, we may request additional information.

## **END OF QUESTIONS**