



# COMMONWEALTH of VIRGINIA

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

Stephen Brich  
Commissioner

~~May 10, 2018~~ Revised May 17, 2018

## RFP QUESTIONS AND ANSWERS TO ALL OFFERORS

Reference – Request for Proposal: CEI - 20180426  
Project Description: Construction Engineering and Inspection Services (CEI) for Lynchburg District  
Commodity: Engineering Services, Professional (92500)  
Locations: Lynchburg District  
RFP Dated: April 26, 2018  
Expression of Interest Due Date: **May 22, 2018, 2:00 pm** (No Change)

**Question #1:** May we have the name of the incumbent firm for this endeavor as well as the subcontractors who were actively involved?

**Answer:**

- Primary Consultant - NXL Construction Services Inc.
  - Secondary Consultant – A Morton Thomas and Associates, Inc., Quinn Consulting Services, Inc., Whitman Requardt & Associates
  
- Primary Consultant – Jacobs Engineering Group, Inc.
  - Secondary Consultant – CES Consulting, LLC, Quinn Consulting Services, Inc., EBA Engineering, Haley and Aldrich, SEPI Engineering & Construction Inc.

**Question #2:** Who are the incumbents for this Solicitation?

**Answer:** See response to question # 1.

**Question #3:** Will there be a Pre-proposal meeting for this Solicitation?

**Answer:** There will not be a Pre-proposal Meeting for this Solicitation.

**Question #4:** I have received an email from VTCA stating that all EOIs are now to be submitted via VDOT's ProjectWise document management system. The RFP for this procurement states on page 23, "All information must be submitted electronically through VDOT's Falcon system and received no later than 2:00 PM..."

Please clarify which system is to be used for submission.

**Answer:** As stated in the RFP, submissions on this procurement are to be made electronically through VDOT's Falcon system.

**Question #5:** The RFP states on Page 17, paragraph 7 that SF 330 Part I, Section H (Additional Information) is the ONLY section of the submission which may include pictures or graphics.

- a. In the past we have been allowed to include pictures with project write ups in SF 330 Part I, Section F. Is this no longer allowed? It seems that having the pictures with the project writeups is the best place to show them (a picture is worth a thousand words after all).

**Answer:** Pictures or graphics may only be included in SF 330 Part 1, Section H.

- b. Do you consider tables/matrix formatted information a picture or graphic? In the past we have been able to reduce words by using tables to provide information that is easier to present, read and understand in table format (i.e. Summary Table showing Key Staff availability, a table summarizing team, %s, and services each is providing). They enable us to present some data in a more concise and compact fashion in page restricted sections which can also help with readability for the evaluators. If they are considered graphic would VDOT be willing to consider exempting Tables from the Graphics rule throughout the rest of the proposal response?

**Answer:** Tables/Matrices formatted information is not considered a picture or graphic.

**Question #6:** On page 8 of the RFP at the end of Section C. Construction Inspector Senior you say that two (2) of the ten (10) Construction Inspector Senior personnel provided by the consultant will be utilized in this role with a primary focus on Materials documentation and review. This the first time we have seen this language/requirement and we would like some clarifications or additional information if possible. Most of our Sr. Inspectors have Materials Notebook/documentation skills and experience as a part of their overall Sr. Inspector Duties on VDOT Projects. Is this new requirement emphasizing the need for this skill/and asking for more detail on their experience or are you looking for Sr. Inspectors to be dedicated to going from project to project to help audit project Materials Documentation and perform on the job support/training to improve this documentation on Lynchburg projects ?

**Answer:** Construction Inspector requirements are as stated in the revised scope of work. See Addendum No. 1.

**Question #7:** On Page 9 of the RFP at the end of Section D. Construction Inspector you say that you anticipate that one (1) of the eleven (11) Construction Inspector personnel provided by the consultant will be utilized in this role with a primary focus on Civil Rights documentation and review. Exactly what Civil Rights documentation knowledge, skills and or duties are you looking for them to have/provide?

**Answer:** Construction Inspector requirements are as stated in the revised scope of work. See Addendum No. 1.

a. Are you going to be asking the Consultant Inspectors to assist with Davis Bacon field interviews and associated documentation on projects they support?

**Answer:** Construction Inspector requirements are as stated in the revised scope of work. See Addendum No. 1.

b. Are you expecting these Construction Inspectors to document and trace DBE/WBE/SWAM participation on projects they work on?

**Answer:** Construction Inspector requirements are as stated in the revised scope of work. See Addendum No. 1.

c. Are you going to be asking them to help identify and resolve problems between prime contractors and their DBE/WBE/SWAM subcontractors?

**Answer:** Construction Inspector requirements are as stated in the revised scope of work. See Addendum No. 1.

d. Are you just expecting them to create, track and file this documentation (or some subset of these duties) for the projects they work on or are you looking for this individual to focus wholly on Civil Rights documentation across projects within the District?

**Answer:** Construction Inspector requirements are as stated in the revised scope of work. See Addendum No. 1.

e. Consultants used to support these activities on VDOT CEI contracts across the state but have not had to in most districts, including Lynchburg, for the last 8-10 years. In NOVA the Consultant performing this work is a Construction Manager (although he also helps resolve issues between contractors and DBE's that are not working well together which is above/outside regular inspector skills sets). Can you be more specific about what Civil Rights Documentation and or Duties this individual will need to be able to perform. This will help us to provide someone that more completely meets VDOT's expectations for this position.

**Answer:** Construction Inspector requirements are as stated in the revised scope of work. See Addendum No. 1.

**Question #8:** The original RFP and Addendum #1 both state the EOI is due on Monday May 22<sup>nd</sup>. The 22<sup>nd</sup> is a Tuesday.... Is the EOI due on Monday May 21<sup>st</sup>, or Tuesday May 22<sup>nd</sup>?

**Answer:** Expressions of Interest (EOI) are due Tuesday, May 22, 2018 by 2:00 pm

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

Sudha Mudgade, P.E., PMP  
Alternative Project Delivery