



COMMONWEALTH of VIRGINIA

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Director

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April 10, 2013

ADDENDUM NO. 1 TO ALL OFFERORS:

Reference – Request for Proposals:	505-13-RR0001
Commodity:	918-96 Transportation Consulting
Dated:	March 28, 2013
For Delivery To:	Department of Rail and Public Transportation, Agencies/Facilities within the Transportation Secretariat and Grantees of DRPT
Proposal Due:	April 26, 2013
Pre-proposal Conference:	April 9, 2013

The above is hereby changed to read:

1. Reference Page 27, Attachment C - Department of Minority Business Enterprise (DMBE) Small Business Subcontracting Plan: Section B. is replaced with “If you are not a DMBE-certified small business, complete Section B of this form. For the offeror to receive credit for the small business subcontracting plan evaluation criteria, the offeror shall identify the portions of the contract that will be subcontracted to DMBE-certified small business in this section. Points will be assigned based on each offeror’s proposed subcontracting expenditures with DMBE certified small businesses for the initial contract period as indicated in Section B in relation to the offeror’s total price.

2. Reference Pages 27 and 30, Attachment C - Department of Minority Business Enterprise (DMBE) Small Business Subcontracting Plan: Section C. on pages 27 and 30 are stricken from the RFP.

Clarification Questions

See attached responses to all questions received on or before April 9, 2013.

All other information will remain the same.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Regards,

Ashley Nusbaum
Contract Officer
Phone: 804-786-2890

Name of Firm

Signature/Title

Date

Attachment

April 10, 2013

505-13-RR0001 - General Planning Consultant Services Contract for Transit Projects in Virginia
Clarification Responses

1. Who are the current incumbent vendors? **Answer:** Atkins Global, AECOM, Cambridge Systematics, HNTB, and Parsons Transportation Group.
2. Can offerors submit proposals for part of the potential services listed under the Statement of Needs or do offerors need to be able to provide all the services listed? **Answer:** Awards will be based on the evaluation criteria. If a proposal for only part of the potential services is provided, it may not score as well as a proposal addressing all the potential services.
3. Some bench contracts have three vendors on them. Your current bench contract has five vendors. How many do you expect to award on the new contract? **Answer:** Three to four vendors would be ideal, but the number of contracts awarded will depend on the proposals received.
4. What is the DMBE goal of the contract? **Answer:** The DMBE goal for this contract is 15% per page nine of the RFP.
5. What is the maximum dollar amount of the contract? **Answer:** It is estimated at approximately \$3 million per year during the five year period including renewals for a total estimate of \$15 million to be divided among awarded firms. These amounts are estimates. No volume of business is guaranteed.
6. Can you give some examples of projects worked on by the incumbents? **Answer:** Examples include the following items.
 - a. National Environmental Policy Act (NEPA)
 - b. Alternative analysis
 - c. Transportation development plans across the state
 - d. Financial analysis across the state
 - e. Multi-Modal experience
 - f. Transportation use
 - g. Title VI plans for MPO's
 - h. Coordination plans across the state
 - i. Intercity bus plans
7. Can an offeror join on as a subcontractor to a prime offeror on the contract? **Answer:** That is allowable and must be coordinated through the prime offeror. Contact information is provided on the sign in sheet.
8. Can we work directly with the grantees and how is that reported to the Agency? **Answer:** Yes, grantees are authorized users on this contract. Prime offerors are required to report usage to the Agency as described in the RFP.
9. Is the list of grantees on our website? **Answer:** The list is on page 33 of the RFP.
10. Do grantees go through the Agency to obtain our business? **Answer:** No. Grantees must work directly with the firm on contract which will then report usage to the Agency.

11. Are the grantees using local funds or state funds? **Answer:** Grantees do receive grant funds from the Agency. Funds used by the grantees could be from many different sources such as local, state, federal, etc.
12. What are some projects that will be needed on this contract in the next year or two? **Answer:** Some potential projects are as follows.
 - a. More transit plans
 - b. National Environmental Policy Act (NEPA)
 - c. Quarterly plans
 - d. Funding formulas which will be new
 - e. Performance metrics such as for MAP-21 compliance
 - f. Statewide Transit Plan near the end of the five year period
13. Are the answers to these questions available only to those in attendance at today's meeting or do all offerors need to look for these answers on their own? **Answer:** The answers will be posted in eVA as an addendum, so all offerors will see the answers regardless if they attended today's meeting. The answers will also be posted on DRPT's website which is www.drpt.virginia.gov.
14. Is it new to this contract that grantees are allowable users? **Answer:** Yes, it is fairly new as we authorized grantees on our new Financial Services contracts which were recently issued. This also gives firms more business opportunities.
15. What has the volume been like on the Financial Services contracts for additional users? **Answer:** We have not had much activity on authorized users reported to us on those contracts to date.
16. Who are the incumbents again on the current Transit GPC contracts? **Answer:** Atkins Global, AECOM, Cambridge Systematics, HNTB and Parsons Transportation Group.
17. Is it acceptable to use paper other than 8.5" x 11" for a few schedules in the RFP? **Answer:** Other sized paper is acceptable.
18. On page 7 under # 2. Written Proposal Presentation, the last sentence of B. reads as "Information which the..." Where is the rest of the wording? **Answer:** The sentence continues with the next paragraph that begins "Offeror desires to present..."
19. Does the 100 page limit referenced on page 8 include the cover, tabs, table of contents and the forms? **Answer:** Yes, a proposal cannot exceed 100 pages in its entirety.
20. Can an offeror obtain necessary insurance post award? **Answer:** On page 17 of the RFP, General Term 17 for Insurance states that the Offeror certifies by signing the proposal under this solicitation that if awarded this contract, the required insurance coverage will be in effect at the time the contract is awarded.
21. Do offerors need to submit SCC Forms for subconsultants? **Answer:** No.