

Vendor Questions & Answers	
113	<p>For Section 5 of the proposal submission - Understanding of Scope, it is noted on page 27, 5b, that we are allowed a maximum of two pages per Project Support Service. Is this just Project Scope of Services or Project Scope of Services and Optional Project Scope of Services?</p> <p>Answer: Please refer to Addendum 1</p>
112	<p>Are we required to fill out and submit with our proposal ATTACHMENT A: REQUIRED CERTIFICATIONS (pages 61-65 of the RFP)? If so, where would you like these forms to be included in the submission?</p> <p>Answer: The FTA Certifications on pages 61-65 should be signed and submitted with the proposal.</p>
111	<p>Page 26, Section 1.d. i. of the RFP requires us to submit a Firm Data Sheet, however this form was not provided in the RFP or the Attachment A and VDOT Civil Rights Forms. Where can we find the Firm Data Sheet?</p> <p>Answer: Attached</p>
110	<p>Can the County please provide the required "Firm Data Sheet."</p> <p>Answer: Please refer to Addendum 1.</p>
109	<p>Are resumes required for each person on every organization chart? Or are they just required for key personnel?</p> <p>Answer: See response # 12 and 16</p>
108	<p>Do the forms on page p. 66 EXHIBIT _____ CONTRACTOR PERFORMANCE EVALUATION FORM need to be submitted with this proposal?</p> <p>Answer: No</p>
107	<p>Appendix A. p. 10, Good Faith Effort, fourth paragraph states: They can demonstrate these efforts in either of two ways, which are equally valid. First, they can meet the goal, by documenting that they have obtained commitments for enough DBE participation to meet the goal. Second, even though they have not met the goal, they can document that they have made good faith efforts to do so. Are we to include a good faith effort section in our proposal? If so, which section?</p> <p>Answer: No, a good faith effort submittal does not need to be included in your proposal because this solicitation is for on-call as-needed services and the DBE goals will be specific to the various task order assignments.</p>
106	<p>Appendix A. p. 10, Good Faith Effort, first sentence under header states: "Include with federal aid project with DBE Goal." Are we to include a good faith effort section in our proposal? Where should the "federal aid project" be noted in our submittal? There is no reference to it in the RFP. The VDOT Civil Rights Forms mention federal aid project, but the first page of that form says that the VDOT Civil Rights Forms are only to be filled out 10 days after bid opening. Please confirm if the VDOT civil Rights Forms should be filled out, and if we are to include a good faith effort section, and what section it should be placed in.</p> <p>Answer: No, a good faith effort submittal does not need to be included in your proposal because this solicitation is for on-call as-needed services and the DBE goals will be specific to the various task order assignments.</p>
105	<p>Where is the firm data sheet as noted in RFP p. 26, 7. PROPOSAL SUBMITTAL ELEMENTS, 1. EXECUTED FORMS, d. Appendix A "Federal and State Required Certifications i. Firm Data Sheet?</p>

	Answer: Attached
104	On page 26 of the RFP, item 7.1.d.i. shows a Firm Data Sheet required. This sheet is not included in the Appendix A currently posted in the portal. Could the County provide this document? Answer: Refer to Addendum 1
103	On page 14, Stormwater Analysis, D.1. Hydrologic and hydraulic modeling of basins: Does "basins" refer to stormwater management detention facilities, or subbasins, for watershed modeling? Answer: Projects may include H&H Analysis and modeling of everything mentioned above.
102	Will Arlington County consider extending the RFP deadline date? Answer: Refer to Addendum 1
101	Are tabs/section dividers included in the page count? Answer: Refer to Addendum 1
100	Given that November includes few holidays, would the County be open to extend the proposal deadline beyond December 8? Answer: Refer to Addendum 1
99	Page 11, Specialization A Streetscape Engineering & Design: Can any small task be subbed out? Answer: See response # 21 and 44
98	Can we make a commitment to providing work for subs when awarded and not have subs committed to our team at the time of proposal submissions? Subs would commit to the team when task orders are assigned. Answer: See response # 21
97	Section 6: do we need to provide resumes and project references for the optional support services categories (General Civil Engineering Design Services and Staff Augmentation)? Answer: See response # 12 and 16
96	Will specializations be awarded separately? Answer: See response # 18
95	Will specializations be reviewed separately? Answer: See response # 18
94	Page 27 Section 6.a Project Manager Resume: Are we required to have one Project Manager for the entire contract, or one Project Manager for each specialization category and a Principal in Charge/contract manager for the single award contract? Answer: It's up to the consultant as long as the skills and experiences of the proposed project Manager closely matches the relevant Specialization Area(s), Project Support Services and Optional Support Services.
93	Page 28 Section 6.b Project References: Can we used different task orders under IDIQ contracts as different projects? Answer: Yes
92	Page 28 Section 6.b Project References: How many project references are needed per specialization category? Answer: Refer to Addendum 1 for page limits. It's up to the consultant to include as many projects as possible within the mentioned page limits.
91	Page 27 Section 6: Please clarify if the five-page maximum is for the whole section, or is it a five-page maximum per specialization category? Answer: Refer to Addendum 1

90	<p>Page 28, Section 7.a.III Resumes: Are we only permitted to submit resumes for the Project Managers in this section? Or are we able to submit resumes for the Project Managers as well as key personnel (such as discipline leads)?</p> <p>Answer: See response # 12 and 16</p>
89	<p>Page 28, Section 7.a.i Project Team Organizational chart: Should we submit one organization chart per specialization category or one overall organization chart that shows each specialization category we are submitting on?</p> <p>Answer: See answer # 12 and 16</p>
88	<p>Does SWAM certified firm will be accepted as DBE firm in the County?</p> <p>Answer: No, firms must be DBE certified.</p>
87	<p>Page 11. The RFP says The contractor must perform the tasks described under the Specialization Areas in-house; however, the contractor may use sub-contractors for tasks described under the Optional Project Support Services. Can the Prime Consultant use the sub for some of the tasks under specialization areas in addition to Optional Project Support services?</p> <p>Answer: See response # 21 and 44</p>
86	<p>For Section 6: Project References (6b) (pg. 28) Part (b), would you accept projects completed by key personnel rather than the Project Manager if the Project Manager is new to the offering firm?</p> <p>Answer: Refer to answer # 62</p>
85	<p>Per the RFP page 29 8. Overall Approach and Quality Assurance/Quality Control, does the County also expect this section to be specific to each Specialization Area that the Offeror submits for?</p> <p>Answer: Refer to Addendum 1</p>
84	<p>Per the RFP page 6 Executed Forms, the Firm Data Sheet does not appear to be included in Appendix A posted on Vendor Registry, please advise.</p> <p>Answer: Refer to Addendum 1</p>
83	<p>Is the Offeror expected to provide Project Support Services and Optional Project Support Services for each Specialization Area (General Civil Engineering Services, Staff Augmentation, CA Services, CMI Services, and any additional services listed on Page 9 of the RFP)?</p> <p>Answer: See response # 21 and 44</p>
82	<p>Per the RFP page 27 3. Executive Summary and Proof of Registration, if applying for multiple Specialization Areas, can the Offeror provide multiple executive summaries? Offerors submitting for multiple Specialization Areas seem to be at a disadvantage compared to Offerors submitting for a single Specialization Area, as the Executive Summary for multiple Specialization Areas is limited to two pages.</p> <p>Answer: Refer to Addendum 1</p>
81	<p>As written, the County indemnification language is overly broad and subjects the Contractor to liability that exceeds the parameters of its insurance coverage. Since this is not marked with an asterisk (therefore not a mandatory term), would the County consider the following modifications to Section 21 of its agreement upon any contract award?</p> <p>"21. INDEMNIFICATION (Note: Virginia law does not permit the County to indemnify others; cross indemnity provisions are not acceptable to the County) The Contractor covenants for itself, its employees and its subcontractors to save, defend, hold harmless and indemnify the County and all of its elected and appointed officials, officers, current and former employees, agents, departments, agencies, boards and commissions</p>

	<p>(collectively the County Indemnitees) from and against any and all claims made by third parties for any and all losses, damages, injuries, fines, penalties, costs (including reasonable court costs and attorney fees), charges, liability, demands or exposure to the extent caused by the Contractor negligent acts or omissions, including the negligent acts or omissions of its employees and/or subcontractors, in performance or nonperformance of the Contract. This duty to save, defend, hold harmless and indemnify will survive the termination of this Contract. If the Contractor fails or refuses to fulfill its obligations contained in this section, the Contractor must reimburse the County for any and all resulting payments and expenses, including reasonable attorney fees. The Contractor must pay such expenses upon demand by the County, and failure to do so may result in the County withholding such amounts from any payments to the Contractor under this Contract."</p> <p>Answer: We will be awarding this contract to multiple contractors. For consistency reasons, this multiple award contract will stay the same. Therefore, the shortlisted offerors must agree to the contract attached to the RFP as-is.</p>
80	<p>The RFP indicates that the Addenda Form will be issued with the addenda. However, answers are being posted on a rolling basis to the portal. Will there be a formal addendum issued in addition to the portal answers? If not, will you please provide a copy of the required Addenda Form?</p> <p>Answer: Yes</p>
79	<p>Are we permitted to use an 11x17 matrix for the org chart or for a matrix that we may include or will each 11x17 count as two pages?</p> <p>Answer: Refer answer # 60</p>
78	<p>Section 6 is called, Project References, but references are not listed as part of the required content for this section. Should we provide reference information (client, name, email, and phone) for each of the five sample projects?</p> <p>Answer: Refer to Addendum 1</p>
77	<p>Page 8 under Insurance Requirements states, Each Offeror must be able to demonstrate proof of the specific coverage requirements and limits applicable to this solicitation. Will you please confirm that this will be requested upon selection and that insurance does not need to be attached to the proposal?</p> <p>Answer: Yes</p>
76	<p>On page 28, under Skills and Experience of the Project Team, the RFP states, Where Commonwealth of Virginia registration or certification is deemed appropriate, a copy of the registration or certificate must be included in the proposal package. Is it safe to assume that the copies will be excluded from the page limits established for this section?</p> <p>Answer: Refer to Addendum 1</p>
75	<p>A Firm Data Sheet is listed as a required form under Executed Forms on Page 26 of the RFP. However, there is no firm data sheet included with this RFP or in Appendix A (as the answer in the vendor portal indicates). Will you please provide the required form?</p> <p>Answer: Refer to Addendum 1</p>
74	<p>The only Conflict of Interest Form provided is included WITHIN the Proposal Form. However, these are shown as separate forms (items a. and b.) in the Executed Forms section on page 26. Will you please confirm that we just need the Conflict-of-Interest page within the Proposal Form?</p> <p>Answer: Yes</p>

73	<p>There are two forms (Certification Regarding Lobbying and Required Certifications regarding Seismic Safety) included with the RFP that are not listed as part of the required forms on page 26. Will you please confirm that these are part of the sample contract and do not need to be included at this time?</p> <p>Answer: The FTA Certifications on pages 61-65 should be signed and submitted with the proposal.</p>
72	<p>Will you please confirm that the form provided on pages 66-68 of the RFP is intended as a sample of the evaluation form that Arlington will use under this contract and is not intended to be used to obtain feedback from references for this proposal?</p> <p>Answer: Yes</p>
71	<p>The RFP requests that the Proposal Form be the first page of the proposal. Are we permitted to include a cover prior to the Proposal Form or does the proposal form take place of a cover?</p> <p>Answer: Yes</p>
70	<p>Page 26 of the RFP requests that the second required proposal element be a Mandatory Requirements" section, but it does not provide instruction on what to provide within this section.</p> <p>1. Will you please clarify what we are supposed to provide in this section of the proposal? Should we just acknowledge the mandatory requirements and then include a copy of our Virginia State Board for Architects, Professional Engineers, Land Surveyors, and Landscape Architects registration?</p> <p>Answer: Yes</p> <p>2. If we have exceptions to the NON-MANDATORY portions of the contract, should we provide those exceptions here?</p> <p>Answer: We will be awarding this contract to multiple contractors. For consistency reasons, this multiple award contract will stay the same. Therefore, the shortlisted offerors must agree to the contract attached to the RFP as-is.</p>
69	<p>Will you please clarify the following statement from Page 30: Proposal Form: original as detailed above, to include the required FTA certifications. Do you want us to attach the copies of the provided FTA certifications to the back of the Proposal Form or should we just provide a statement acknowledging that we read and understand them?</p> <p>Answer: The FTA Certifications on pages 61-65 should be signed and submitted with the proposal.</p>
68	<p>How does the County intend to fulfill the DBE percentage goals (dependent upon funding sources) if DBEs can only work in the supplemental areas?</p> <p>Answer: Goal may be met through work labeled as incidental to Specialized Service Area</p>
67	<p>Will the County consider allowing subconsultants to assist with the Specialization Areas?</p> <p>Answer: Yes, for work labeled as incidental to Specialized Service Area</p>
66	<p>Can you please provide a copy of the Virginia Department of Rail and Public Transportation (DRPT) Master Agreement as described on Page 45.</p> <p>Answer: See the attached document</p>
65	<p>During yesterday's pre-proposal conference, it was stated that firms can prime their own Specialization, but also serve as a subcontractor on another Specialization. Can you please confirm that this is acceptable. Trying to not violate Section II, Item #4, "Interest in More Than One Proposal, and Collusion"</p> <p>Answer: Confirmed</p>

64	<p>Per Page 26 "#7. Proposal Submittal Elements", may we include a Cover, Cover Letter, Table of Contents, and/or Section Dividers in the proposal?</p> <p>Answer: The section calls out the elements to be included with the proposal. The County is going to leave it up to the consultants as to how they are going to put together the submittal elements</p>
63	<p>RFP pg. 28, section 7. Skills and Experience, item (a.iii) says to include resumes for "for individuals who will be responsible for the management and technical work for each Specialization Area applied for and Project Support Services." Can you clarify if this means we should submit resumes for everyone on the org chart? Or only for those who we determine are key personnel?</p> <p>Answer: Refer to Addendum 1</p>
62	<p>Section 6: Project References (6b) (pg. 28)</p> <p>Part (b) says that for each Specialization Area applied for, submit a list of similar projects for which services have been completed within the last five years by the Offerors proposed project manager. In the case where a PM is new at the current employer, they may not have any projects with the current employer but have similar projects with their past employer. Typically, these projects would be shown on their resume. But it does not seem ethical to develop project profiles for projects that were not delivered by the offering firm. Would the County consider changing this requirement?</p> <p>Answer: No, the County will not change the requirement as the intent is to see if the proposed PM is qualified.</p> <p>Further, part 6b (i) says that the list of projects should be representative of projects in an urban setting and requires listing the scope of services provided by the PM. In this case if a PM is new to the firm, they may not have any projects that they have delivered either design or construction with the current firm. Would they therefore not be qualified for the PM role? How do you expect this to impact the scoring?</p> <p>Answer: See response above</p>
61	<p>Page 26 of the RFP requires under the Executive Forms requires the "Firm Data Sheet" however the sheet was not provided as part of Appendix A. Please provide the proper form.</p> <p>Answer: Refer to Addendum 1</p>
60	<p>Will the County allow an 11x17 page for the org chart?</p> <p>Answer: Refer to proposal requirement section in the RFP</p>
59	<p>Do we have to commit in proposal to providing CA and CMI services? If so, do those categories need a PM named in the proposal?</p> <p>Answer: See response # 21</p>
58	<p>Can we state that we may use subcontractors for a certain service, but not name them specifically in the proposal?</p> <p>Answer: See V. 7.7 – Skills and experience of the project team. The offeror shall provide list of anticipated subs and their primary contacts and office locations</p>
57	<p>Do optional support categories (Civil Engineering and Staff Augmentation) need PMs named in the proposal?</p> <p>Answer: Refer to Addendum 1</p>
56	<p>Can projects used as references be on-call contracts?</p> <p>Answer: Yes</p>

55	Overall Approach and QA/QC requires two pages for the management plan, plus one page for the QA/QC. Is this page limit inclusive of all specialty areas? Answer: Refer to Addendum 1
54	Under Skills and Experience of the Project Team, item b. the requirement notes "...specific projects successfully completed within the last three years...". Do all tasks under the contract for the project(s) we are presenting need to be complete? Answer: Refer to Addendum 1
53	Under Skills and Experience of the Project Team, item b. the requirement notes "Project Support Services". Does this also include "Optional Project Support Services"? Answer: Refer to Addendum 1
52	How many resumes may be included in the Skills and Experience of the Project Team section for each Specialization Area? Will one org chart be submitted for all Specialization Areas or one org chart for each Specialization Area? Answer: Refer to Addendum 1
51	Under Project References, item b. the requirement states "similar projects...for which services have been successfully completed in the last five years". Do all tasks under the contract for the project(s) we are presenting need to be complete? Answer: Refer to Addendum 1
50	Understanding of Scope, item b. states "all required tasks in all of the Optional Support Service Areas" but the page limit requirement states "Maximum of two pages per Project Support Service". Is the page limit two pages for each of the four total Optional Project Support Services and Project Support Services? Answer: Refer to Addendum 1
49	3. The Appendix A Requirements under "Executed Forms" lists a "Firm Data Sheet" and two different "Certification Regarding Debarment" forms. No "Firm Data Sheet" is included in the appendix and only one "Certification Regarding Debarment" form is included. Attachment A on Page 61 of the RFP also includes a "Seismic Safety-Certificate of Compliance" and "Certification Regarding Lobbying". Please clarify which forms must be submitted as part of the proposal. Answer: The Firm Data Sheet has been included. The FTA Certifications on pages 61-65 should be signed and submitted with the proposal.
48	The Firm Description Requirements include a brief overview of the Specialization Area and each Project Support Services category. a. Should this section also include the Optional Project Support Services category? Answer: Refer to Addendum 1 b. If we are submitting on multiple Specialization Areas should more than one Firm Description be included or should all Specialization Areas be covered in one Firm Description? Answer: Refer to Addendum 1
47	What is the functional difference between Optional Project Support Services and Project Support Services in terms of proposal requirements? Answer: Refer to Addendum 1
46	For Proposal Submittal Element 6 (Project References), can you please confirm that proposers get up to five pages for each Specialization Area for which we are submitting (plus a one-page resume for each Specialization Area)?

	Answer: Refer to Addendum 1
45	Please confirm that the County has received all of our questions. We understand that the question deadline is November 27th, but wanted to verify as the County has already answered 4 of our questions. Answer: Confirmed
44	What does "in-house" services mean in the context of this on-call? For example, if we do all of the work noted under Stream Restoration design, however we regularly use subconsultants to do the land survey and geotechnical engineering, does that mean we are disqualified from submitting a response to that Specialization Area of the RFP? Should we list the subconsultants we use regularly including their qualifications in the response? Answer: In-house means within the Company Please refer to Addendum 1.. Include the list of subconsultants and their qualifications in the response.
43	Who are the incumbents for this RFP? Answer: See response to # 1
42	Related to the notes on page 22, does the County have standard Task Order language for their specific projects? Answer: No
41	Does the County expect to get grant funding from FHWA and/or FTA for their stream restoration and stormwater management specialization areas? Answer: Yes, it's a possibility.
40	What is the overall timeline to make selections and begin work related to this RFP? Answer: Summer of 2024
39	In section 7. Skills and Experience of the Project Team, should we provide one organizational chart that encompasses all Specialization Areas for which we are applying? Or should we provide one one-page org chart per Specialization Area? Answer: See response # 12 and 16
38	Regarding RFP pg. 28, section 6. Project References; and section 7. Skills and Experience of the Project Team, can you clarify what is meant by the requirement that the projects described must be "complete" within the given timeframe? Can we include a project for which design is completed if the project is not yet built? Answer: Refer to Addendum 1
37	RFP pg. 28, section 6. Project References, states that this section has a maximum of five pages. Does this mean five pages per Specialization Area? For firms submitting to multiple Areas it will be difficult to include all required information across Areas in five total pages. Answer: Refer to Addendum 1
36	For section 5. Understanding of Scope, does item (b) mean that we should submit four total Understanding of Scope sections to meet this requirement, one for each Optional Project Support Service and one for each Project Support Service (General Civil Engineering Design Services, Staff Augmentation, Construction Administration, and Construction Management & Inspection)? Answer: Refer to Addendum 1
35	For section 4. Firm Description, are we allowed three pages per Specialization Area? Answer: Refer to Addendum 1
34	Under the specialty service section, is the Prime consultant expected to provide all the services for all categories or is the sub allowed to provide some of these services. Answer: See response # 21

33	<p>Going back to the first question, the portal only provides RFPs back dated to 2020. The Engineering Services 17-084-RFP is not available for review per the CNTRL-F find. Could you please make that available. Also need answers for the questions posted on 11/1 for MicroStation and evaluation criteria for grading response. Thank you.</p> <p>Answer: The list is available on Vendor Registry. See response # 19 for MicroStation and # 18 for grading.</p>
32	<p>Is it mandatory to include a copy of our Certificate of Insurance in the final submittal? If yes, please provide guidance on where this information should be incorporated among the other proposal elements.</p> <p>Answer: Refer to clause # 59- Insurance Requirements</p>
31	<p>Executed Forms list Federal and State Required Certifications on Page 26. One of the forms is Firm Data Sheet. Can you please confirm if we need to include the Firm Data Sheet and if so indicate the location of the document?</p> <p>Answer: Refer to Addendum 1</p>
30	<p>Per Section 6 Project References (RFP pages 27 and 28), please confirm that we are to submit one (1) 1-page Project Manager resume and five (5) 1-page similar project descriptions for each of the Specialization Areas we are pursuing. i.e. if we are pursuing 3 Specialization Areas, do we include a total of 3 PM resumes and 15 projects?</p> <p>Answer: Refer to Addendum 1</p>
29	<p>The RFP says DBE participation goal for FHWA funded task orders to be 12%, for FTA funded task orders to be 23.3%. What is the DBE goal for Virginia Department of Rail and Public Transportation (DRPT), Northern Virginia Transportation Commission (NVTC) and the Northern Virginia Transportation Authority (NVTA)?</p> <p>Answer: DBE participation is only applicable to federally funded task order assignments so there is no DBE goal for task order assignments that have only DRPT, NVTC or NVTA funding.</p> <p>How will DBE participation goal (say 23%) be met if a Task order has service items of a specialized area and has to be in performed by Prime Contractor in-house?</p> <p>Answer: By way of incidental work within the Specialized Service Area</p>
28	<p>Per RFP, Page 9 states....."The offeror must provide all services in-house, with the exception of services requiring provision of specialized equipment, infiltration and groundwater intrusion testing, wetland delineation, and vegetation measurements and analysis. The offeror may include sub-contractors for the work identified under the Optional Project Support Services categories and may submit a proposal for more than one Specialization Area.</p> <p>Page 11 under Project Tasks again states....."The contractor must perform the tasks described under the Specialization Areas in-house; however, the contractor may use sub-contractors for tasks described under the Optional Project Support Services. "</p> <p>Does these above statements mean that all the work for every task order will be done by the Prime offeror and sub-consultants can only perform items under Optional Support Services task?</p> <p>Answer: See response to # 8 and # 21</p>
27	<p>Would the County want separate proposals for each Specialization Area proposed or one combined proposal?</p> <p>Answer: One combined proposal</p>
26	<p>Section 6 - Project References: Is the page limit, five pages to cover all specialization areas submitted for, plus one page for each Project Manager resume for each specialization area or five pages per specialization area, plus one page for the respective Project Manager resume?</p>

	Answer: Refer to Addendum 1
25	Is it permissible to add an Appendix at the end of the proposal document for all licenses and registrations? Answer: Refer to Addendum 1
24	Will the County please advise where to find the Firm Data Sheet specified on page 26 of the RFP? Answer: Refer to Addendum 1
23	Must the offeror provide in-house expertise in all of the selected specialization area, or can this expertise be provided by the Offeror and its subconsultant(s)? i.e. In Specialization Area A. Streetscape Engineering, Design, the description includes, "...architectural and landscaping elements (architectural services are not required under this specialization), public art, impact design, and sustainable or "green infrastructure" design." Can the prime consultant subcontract these items as "support services" and do the remainder of the specialization area description? Answer: See response # 21
22	Given that there is a holiday within the proposal timeframe, will the County consider extending the deadline by 2 weeks? Answer: Refer to Addendum 1
21	In Section III. Introduction to Request for Proposal No. 24-DES-RFP-292 page 9 second to last paragraph it states. "The offeror must provide all services in-house, with the exception of services requiring provision of specialized equipment,..." Is it the intent that the offeror is a single firm with no sub-consultants covering certain specialization areas and a teaming or joint venture of multiple firms is not allowed? Answer: An Offeror applying for any specialization must provide the services listed under the specialization in-house (within the Company). Project support services shall also be done by the Offeror. Subs may only be used for Optional Project Support Services, Incidental work to each Specialization Area and services requiring provision of specialized equipment, infiltration and groundwater intrusion testing, wetland delineation, and vegetation measurements and analysis. See response # 8
20	The RFP Section V. Proposal Requirements 7.1 Executed Forms states the following is required: Appendix A – Federal and State Required Certifications i. Firm Data Sheet ii. Certification Regarding Debarment – Primary Covered Transactions iii. Certification Regarding Debarment – Lower Tier Transactions However, all the Appendix A forms are not provided in the RFP. Please clarify and provide the correct forms. Answer: Refer to Addendum 1
19	Is MicroStation required? Answer: No. County uses Civil 3D
18	Please clarify the evaluation criteria for grading responses. Will each specialization area task be graded separately and then averaged out for a grand total or will they be evaluated individually with Arlington choosing top scorers for each task. (Ex. A+ company for two tasks gets dropped due to a 3rd task being scored a C+.) Answer: Each specialization area will be evaluated individually
17	Is it worth it for a company that is not DBE to apply for this project? Would one be rejected if the prime were not DBE but a subconsultant that is being used on the team is DBE? The RFP Section V. Proposal Requirements 7.1 Executed Forms states the following is required: Appendix A – Federal and State Required Certifications i. Firm Data Sheet ii.

	<p>Certification Regarding Debarment – Primary Covered Transactions iii. Certification Regarding Debarment – Lower Tier Transactions However, all the Appendix A forms are not provided in the RFP. Please clarify and provide the correct forms.</p>
16	<p>Per RFP page 28 7aiii. Skills and Experience of the Project Team – Resumes, please confirm whether the County would like to receive Org Charts and resumes for personnel providing Optional Project Support Services. Answer: Refer to Addendum 1 and response # 12</p>
15	<p>Per RFP page 27 6. Project References, are we to address Optional Support Services for each proposed Specialization Area Project Manager, or are we to provide Project Managers for each of the Optional Support Service Areas? Answer: See response to # 12.</p>
14	<p>Per RFP page 27 5. Understanding of Scope, is the Offeror expected to address Understanding of Scope to complete the required tasks for Project Support Services, or is this section limited to Specialization Areas and Optional Support Service Areas? Answer: Refer to Addendum 1</p>
13	<p>Page 9 states: “To qualify under one or more of the Specialization Areas, each offeror must also qualify for work in the following Optional Support Services categories: A. General Civil Engineering Design Service and B. Staff Augmentation. Does this mean that the Optional Support Services categories need to be included as part of the Specialization Areas OR does it mean that the Optional Support Services categories are submitted separately? If the former, should Optional Support Services be included in the org chart for Specialized Areas? Answer: See response to # 12 and refer to Addendum 1</p>
12	<p>Do the Optional Project Support Services require a separate section in the proposal with its own Org Chart and resumes, or are these services automatically with each Specialization Area? Answer: Include Project Support Services with Specialization areas. Optional Project Support Services and Incidental work can be a separate section with its own Org chart and resumes as subs can be used for it.</p>
11	<p>Based on the requirements for 5. Understanding of Scope, 6. Project References, and 7. Skills and Experience of the Project Team, please clarify whether the Optional Support Service Areas should be presented as we are presenting our Specialization Areas or only in support of our Specialization Areas. Answer: Refer to Addendum 1</p>
10	<p>Please clarify where the Offeror is to show subconsultants providing “specialized equipment, infiltration and groundwater intrusion testing, wetland delineation, and vegetation measurements and analysis” as referenced in the RFP page 9. Answer: See response to # 8</p>
9	<p>Per the RFP Page 9, please confirm that “specialized equipment, infiltration and groundwater intrusion testing, wetland delineation, and vegetation measurements and analysis” includes services such as survey, geotechnical, and environmental to support assigned tasks. Answer: Please refer to Addendum 1.</p>
8	<p>R RFP page 27 4a. Firm Description – Brief Overview of Offeror’s Experience refers to the involvement of subcontractors providing Project Support Services. Per the RFP page 9, the offeror is allowed to include subcontractors specifically for Optional Project Support Services and/or for services that involve “specialized equipment, infiltration and groundwater intrusion testing, wetland delineation, and vegetation measurements and analysis.” Please confirm that the services that involve “specialized equipment, infiltration and groundwater intrusion</p>

	<p>testing, wetland delineation, and vegetation measurements and analysis” are to be included as Project Support Services along with those identified starting on Page 20 – Construction Administration and Construction Management and Inspection.</p> <p>Answer: Please refer to Addendum 1.. Use a separate paragraph/page to specify which subs will be used for services requiring provision of specialized equipment, infiltration and groundwater intrusion testing, wetland delineation, and vegetation measurements and analysis</p>
7	<p>Per RFP page 27 3. Executive Summary and Proof of Registration, “the Offeror should submit one executive summary that is applicable to all of the Specialization Areas.” If we are submitting separate proposals for each Specialization Area, should the Offeror include the same executive summary with each submission?</p> <p>Answer: Refer to answer to Question 4.</p>
6	<p>Per RFP page 26 1d. Appendix – Federal and State Required Certifications, as the items pertaining to Appendix A are not part of the RFP, where can they be found?</p> <p>Answer: It's a separate attachment.</p>
5	<p>Per RFP Page 26 1a. Proposal Form, as the items pertaining to “required FTA certifications” (Exhibit D – FTA Clauses and Certifications, page 30) are not part of the RFP, where can they be found?</p> <p>Answer: It starts on Page 49.</p>
4	<p>Per RFP Page 26 1a. Proposal Form, if submitting multiple proposals, should the Offeror include the Proposal Form with each submission? Or is the Offeror expected to combine all Specialization Areas in one submittal/proposal package?</p> <p>Answer: Offerors are to submit only one proposal package and identify in uppercase letters the Specialization Area(s) for which Offeror is applying.</p>
3	<p>For a Specialization Area, are we permitted to include additional support services not listed under Section IV. Scope of Services?</p> <p>Answer: Please refer to Addendum 1.</p>
2	<p>According to Page 9 of the RFP, since the Offeror is primarily responsible for delivering services in-house, with only a few exceptions (such as Optional Project Support Services, services necessitating equipment provision, etc.), we would appreciate clarification on how the Offeror should go about achieving the 23.3% DBE goal for projects with FTA funding, as mentioned on Page 10 of the RFP.</p> <p>Answer: By way of incidental work within the Specialized Service Area</p>
1	<p>Can we get a copy of a few of the executed agreements from the last time this was performed?</p> <p>Answer: The requested information is available on Vendor Registry. Please search for Engineering services 17-084-RFP using Ctrl-F.</p>