



Delaware Department
of Transportation

AGREEMENTS 1583-1586

PROJECT DEVELOPMENT & DESIGN SERVICES

QUESTIONS AND ANSWERS

April 7, 2011

Question 7:

The Department does not want to know if DBE firms will be part of the consultant teams at this point in the selection process?

Response to Question 7:

The Department does NOT need to know which DBE firms you are proposing at this time. Your Expression of Interest need only include a statement of commitment to achieve goals established for individual tasks. The commitment must include an understanding that proposed DBE firms to be used for goal attainment purposes must be certified with DelDOT's DBE Program Office.

Question 6:

Does this mean that the Department does not want to know the composition of the teams they will consider for shortlisting and the only information that the Department requires is that of the prime consultant?

Response to Question 6:

Please see response to Question 1.

Question 5:

Are there any limits on the number of key staff and projects that can be used on SF 330?

Response to Question 5:

Resumes for your key staff we limit that to eight (8) individuals that will be spending significant time on the project, and can be shown as one or two resumes per page.

Information for Item #8- Similar Projects can be shown as one project per page for a total of five (5) pages.

Question 4:

Under the Submission Requirements, item 3, indicates “DBE goals will be established.” DBEs will be sub consultants, should information be provided for the intended use of DBE sub consultants?

Response to Question 4:

Federally funded tasks will be reviewed for DBE goals, and DBE firms can be obtained at that time.

Question 3:

The RFQ states “Do not include information on any potential sub consultants.”

However, a member of one of my sub consultants is a key staff. How can I show this key staff member if they are not an employee of the prime?

Response to Question 3:

Please see response to Question 1.

Question 2:

I just want to confirm that you are looking for five projects, one page each. Normally, it is five projects on one page.

Response to Question 2:

We are allowing the consultant the option of deciding which format will best fit your needs.

Question 1:

Do we need to provide three references as the prime AND from each subconsultant?

Response to Question 1:

No information is being requested on sub consultants. We are interested only in what the prime can offer DelDOT at this time. However, if following selection sub consultants need to be added for specialized services or DBE requirements we may request additional information at that time.