

**Delaware Department of Transportation
QUESTIONS AND ANSWERS**

**Project Name
1785 Request For Proposals**

Tuesday, July 12, 2016

Q #	Question	Answer
18	<p>The list of required consultant services in the RFQ is descriptive however it indicates some may not be listed at this time. Additionally, the contract is the first of its kind for the Department. Please indicate if the Department plans to utilize staff from the successful respondent for the purposes of providing first-hand, sworn legal testimony or to serve as an independent expert witness?</p>	Response pending.
17	<p>All of the required consultant services noted in the RFQ appear to be supportive of the Department regarding the final disposition of related claims analysis, negotiation and settlement. Are we correct in assuming that all legal actions and tasks will be the responsibility of Department legal counsel and/or their assignees and are not part of the anticipated services?</p>	Response pending.
16	<p>May the Expression of Interest be presented in Landscape format?</p>	<p>Please review requirements as listed in the Request for Qualifications towards any restrictions specifically listed.</p>
15	<p>Have any Solicitation Amendments been issued since the initial advertisement of the RFQ / EOI?</p>	<p>All publically available information will be posted on the State of Delaware Bid Solicitation Directory Website: www.bids.delaware.gov</p>
14	<p>The answer(s) to previous questions already published by Del DOT, dated Wednesday July 6, 2016, clearly indicate that The firm selected will be expected to conduct all functions as listed without the use of subcontracting. However, does this statement mean that the submittal of subcontractors is specifically disallowed and prohibited ?</p>	<p>The firm selected will be expected to conduct all functions as listed without the use of subcontracting.</p>
13	<p>Is it permissible to place photographs on the Tab sheets?</p>	<p>Please review requirements as listed in the Request for Qualifications towards any restrictions specifically listed.</p>

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12	Where shall we place the Appendix A forms in the Expression of Interest?	Please review requirements as listed in the Request for Qualifications towards any restrictions specifically listed.
11	The Consultant Services Required section does not request expert testimony and litigation support services. Will expert testimony and litigation support services be a part of the scope of work for this contract?	Response pending.
10	My question concerns Page 3 of the RFP, under REQUIRED CERTIFICATION FORMS: "All firms responding to the RFQ must complete and return the Submission Forms located in Appendix A of this document." Do all subconsultants being included in the Expression of Interest need to complete these forms? Or, does only the prime consultant need to complete the forms? the prime consultant need to complete the forms?	All forms are required of the prime submitting the Expression of Interest. The subconsultants do not need to complete the form at this time.
9	Since the scope-of-services sought under the RFP does not require inspection of highway structures and transportation-related facilities, but rather expertise in the area of construction contracts, schedule analysis and claims dispute resolution, will DeIDOT consider removing the requirement in the RFQ of being registered in Area 4, or is there a prequalification category that is more consistent with the scope-of-services sought that would allow firms such as RMC to propose?	The requirement of being registered in Area 4 is necessary and will remain in the RFQ.
8	Under "Expression of Interest Requirements," Item 2.B.4. asks us to address the "availability of personnel for immediate placement." Where will these individuals be placed? And for how long? Can you give us additional detail on what you are anticipating regarding the placement of personnel?	Individuals will be placed in the positions necessary to carry out assigned tasks for the duration of the Agreement. Additional detail will be provided upon selection.

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7	<p>In the Project Description of the RFP it states "The firm selected will be expected to conduct all functions as listed without the use of subcontracting." In the DBE Section 10, the RFP states "Disadvantaged Business Enterprise 0% (but will be evaluated on a task basis.)" Unless the Prime Consultant is a DBE firm, any goals that are assigned on a task order basis would require a sub-contractor.</p> <p>Is it the Department's intent that no subcontractor's should be submitted with the proposal?</p>	<p>The firm selected will be expected to conduct all functions as listed without the use of subcontracting. The Department has set a 0% DBE Goal for this agreement.</p>
6	<p>Should responses include subcontractor qualifications or should qualifications be submitted for the prime firm only?</p>	<p>The firm selected will be expected to conduct all functions as listed without the use of subcontracting.</p>
5	<p>Under the Project Description section on page 1 of the RFQ, it states "The firm selected will be expected to conduct all functions as listed without the use of subcontracting." However, the remainder of the RFQ discusses the use of subcontractors. Can you please clarify the intent of the statement on page 1?</p>	<p>The firm selected will be expected to conduct all functions as listed without the use of subcontracting.</p>
4	<p>Will DeIDOT accept electronic (email) submissions?</p>	<p>We do not accept electronic submissions at this time.</p>
3	<p>What weight will be put on having an office in Delaware in the selection process? It is not listed as an evaluation factor in the RFP, but much of the Letter of Interest focuses on that.</p>	<p>The Rating Criteria is defined in the RFQ. Please refer to that for guidance.</p>
2	<p>What weight will be put on past DeIDOT experience in the selection process? It is not listed as an evaluation factor in the RFP, but much of the Letter of Interest focuses on that.</p>	<p>The Rating Criteria is defined in the RFQ. Please refer to that for guidance.</p>
1	<p>Who is the incumbent/current contract holder?</p>	<p>There is no incumbent or current contract.</p>