

Delaware Department of Transportation
QUESTIONS AND ANSWERS
Transportation Alternative Program (TAP) Services
Agreement 1834-1837
Thursday November 16, 2017

Q #	Question	Answer
1	Can a SBE firm be the prime consultant for contract for 1837 and also be a subconsultant for 1834-1836?	Yes, however, a non-SBE firm cannot participate as both a prime and subconsultant.
2	For 1837, if the SBE prime consultant chooses to use subconsultants for the SBE contract, do the subconsultants have to be SBE firms or can a subconsultant be a non SBE firm on 1837?	Yes, SBE firms must utilize SBE subconsultants to qualify for consideration for 1837.
3	We wanted clarification if this proposal is basically split into 2 parts, i.e., RFP 1837 is for small firms as defined by SBA and RFP 1834-1836 are for other firms with no size limitation?	Yes, 1837 is for SBE firms only, 1834-1836 are open to all firms.
4	Could you please advise as to whether or not our subconsultants are required to also be Small Business or DBE?	Please refer to Question 2.
5	My company is already a DelDOT certified DBE firm and therefore is eligible to participate in RFP 1837 (designated for Small Business Program) per the Participation Criteria shown on page 7 of the RFP. Is this correct?	Yes, a DelDOT certified DBE firm qualifies as a SBE firm.
6	My company may not be able to perform all the potential work elements outlined in the RFP document. If my company pursues RFP 1837 (designated for Small Business Program) as a prime consultant, are we allowed to have a sub-consultant to perform some of the potential work elements my company are unable to perform as long as my company performs the majority of the work?	Yes, although for 1837, subconsultants must be SBE firms.
7	If my company pursues RFP 1837 (designated for Small Business Program) as a prime consultant, are we also allowed to be a DBE sub-consultant to other prime consultant firms for RFP 1834-1836?	Yes.
8	As a SBE, are we to be submitting specifically for Agreement 1837 or is our proposal submitted and reviewed for possible award for all Agreements 1834-1837?	SBE firms must identify as such on their submittal cover page in order to be considered for 1837. All submittals will be considered for 1834-1836.
9	Are we to specifically state on our proposal cover Agreement 1837?	No, please refer to Question 8.

Q #	Question	Answer
10	Can a SBE/DBE participate as both a sub-consultant DBE on Agreements 1834-1836 and as a Prime on the SBE Agreement 1837?	Yes.
11	Given the multiple agreements for award under this proposal, will a contractor be able to submit as a sub <u>and</u> a prime?	Only SBE firms may participate as a prime and a subconsultant.
12	Will the Selection Committee consider one submission for all four agreements or should the contractor provide additional copies if the contractor is eligible for 1834-1836 and 1837?	All firms are to submit only one (1) original and five (5) hard copies of the Proposal. SBE firms must identify as such on their submittal cover page in order to be considered for 1837. All submittals will be considered for 1834-1836.
13	Project Information This request for proposal (RFP) issued by the Delaware Department of Transportation is for the purpose of acquiring Proposals from interested firms to provide planning design and implementation..... “ Does Implementation in this case refer to preparing construction documents ? Please conform that the intent of RFP is not requesting design / contracting (build) services.	Yes, implementation includes preparing construction documents and may also involve administration assistance during construction. These are not design-build projects.
14	Please clarify that firms providing wanting to provide planning and design as the Prime consultant can be provided by any professional service licensed in the State of Delaware to provide such services and are registered with DelDOT .This may include Architects ,Engineers and Landscape Architects as long as they have meet the rating criteria of the RFP and either the Prime Consultant or their sub consultants can provide all the services that will be needed.	Submittals as a prime consultant are not restricted to a particular qualification. However, proposals must describe how all services will be provided, ie; specific subconsultants and their qualifications.
15	Proposal must state if you firm qualifies as a Small Business under SBA standards. Should firms submitting for RFP 1837 , Small Business Designation only use the 1837 RFP designation on their responses ?	Please refer to Question 8.
16	On page 16 of 26 of the RFP the chart of NAICS Subsector 541 Professional , Scientific and Technical Services are listed . Additionally Subsector 561 Administrative and Support Services codes 561730 Landscaping Services is listed. Please clarify that this listing does not intend to imply that the RFP 1837 Small Business Designation is a design / contracting (build) proposal.	Please refer to Question 13.
17	The responses are to be submitted on Architect Engineer Qualifications GSA SF 330 and no letters of interest should be included. Is it permissible to include a transmittal letter with the RFP and include a table of contents ?	No, items that are not required in the RFP or the instructions for the SF330 will be removed from the submitted proposal.