

**Delaware Department of Transportation
 QUESTIONS AND ANSWERS
 Project Development and Design Services
 Agreement 1860-1869
 Wednesday, November 15, 2017**

Q #	Question	Answer
1	Must a firm be experienced and qualified in all the consulting/engineering services as referenced in the RFP, or can a firm respond per its core competency from the desired services?	The firm may respond per its core competency. Proposers will be ranked according to their technical approach, qualifications, and capabilities provided in response to the RFP.
2	Does DelDOT want to see what sub-consultants we plan to use in our proposal?	Yes. Please refer to the RFP, Proposal Requirements, item 5.
3	Will you please confirm the allowable age of projects that can be included in the SF330 portion of the proposal?	There is no age requirement for projects included in the SF330.
4	Is there a font type and/or size requirement for the four page "Rating Criteria Support Information" within Section H of the SF330?	There are no formatting requirements specified in this RFP. However, proposals will be scored according to the rating criteria described in the RFP, which includes "Completion of submissions to include clarity, readability, and presentation of material".
5	Should the submission be single-sided or double-sided?	See Q4.
6	Is 11x17 paper allowable for the organizational chart?	See Q4.
7	Page 4, Section 5.D. – Please confirm that excluding the Current Workload table, Section H is limited to 4 pages.	Yes, that is correct.
8	Would the Department consider an extension of 1 week?	No, bids will be due as originally stated in the RFP.
9	On page 4 of 16, 5.D, it says that we are to submit a chart depicting our current workload with the Department. It also says that we may include "Rating Criteria Support Information" limited to 4 pages. Is the current workload chart to be included within that 4 pages?	No, the chart is separate from the Rating Criteria Support Information.
10	Is there a font type and size restriction for the submittal?	See Q4.
11	Can you please confirm that only the prime consultant is required to complete/submit the Required Certification Forms?	Yes, only the prime consultant is required to complete/submit the Required Certification Forms.