

St. Elizabeths East Campus Stage 1 Infrastructure Improvements,

RFQ Information Meeting Session and miscellaneous Q&A responses.

September 17, 2012

	Question	Responses
1	For the Reformed First Source Law, it is our understanding that it requires 51% of hours worked, not new hires, to be from the local market. Does this also apply to the Apprentice requirements, skilled, and unskilled labor?	This requirement applies to all new hires as well as to total hours worked. Yes, this applies to apprenticeship as well as skilled and unskilled labor.
2	For the RFQ, the OCP states that it is due Oct. 15 th at 2 pm, but the RFQ documents state Oct. 15 th at 4 pm. Which is correct?	The RFQ is due October 15, 2012 by 2:00 pm. It will be an electronic submission as addressed in Amendment No. 1.
3	In the RFQ documents, the District usually gives electronic versions (Excel files) of attachments. Can the Excel file be given out?	Attached to this amendment are the following documents in word format: <ul style="list-style-type: none"> ○ 2.10 - Acknowledgement of Receipt of RFQ, Revisions, and/or Addenda ○ 3.1.2 - Statement of Qualifications Check List - REVISED ○ 3.4.1 - Lead Contractor Work History Form ○ 3.4.2 - Lead Designer Work History Form ○ 3.5.1 - Key Personnel Resume Form Attachment 5.2.2 (Sample SOQ Score Sheet) , revised to incorporate the scoring criteria for the first source initial employment plan, is in Excel format.
4	For the second phase (RFP), will there be a stipend for the two unsuccessful candidates?	Yes. A stipend of up to \$30,000 will be paid to the two RFP responders not selected for award, if the respondents elect to accept the stipend.
5	Will the District consider giving a stipend to the two unsuccessful candidates?	See answer to # 4 above.
6	Will the scoring methodology be released before the RFP goes out?	No. The scoring methodology will be released as part of the RFP.
7	In Attachment A of the RFQ documents, it refers to a base bid and an alternate bid. Clarify what that means.	We are not aware of anywhere in attachment A of a reference to bids of any kind (base or alternate). This attachment contains very preliminary estimates for construction of stage 1 and stage 2 utilities and building demolition only. They do not have any roadway construction included in the cost estimates. The stage 1 estimate in this attachment covers a smaller portion of the east campus than the stage 1 infrastructure improvements presently under design and contemplated to be constructed under this RFQ/RFP.
8	Is it correct that what is shown as the base bid is for Stage 1 and the alternate bid is	Again, no bids are shown in Attachment A. There are two preliminary cost estimates for utilities and building

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	Stage 2?	demolition for the then contemplated stage 1 and stage 2 construction phases.
9	What stage of design completion will the preliminary documents be at for the Phase 2 RFP?	The roadway plans will be equivalent to a 30% design submission to DDOT, and the utilities will be a little more complete than that.
10	Describe more specifically the off-site roadway improvements.	The off-site improvements will be minor, mostly dealing with signals, curb cuts, and roadway connections. There will also be several utility tie-ins.
11	Is the form of contract going to be available before the RFP goes out?	The document will be available to the selected firms during the RFP phase.
12	On the Preliminary Plans, in addition to the layout of the utilities, will the size of the utilities be shown?	Yes.
13	Will CBEs be required to submit letters of surety?	No. The submittal requires that two documents must be included: a CBE plan, and a letter of surety stating that your company has been reviewed and will be bonded at the time of the RFP for the estimated contract amount. Only the lead firm or joint venture lead has to provide the surety letter in the SOQ.
14	Many companies are involved with this project and some team members may have conflicts. Can a list of companies that DDOT does not want involved be provided?	No list is available. If you think a team member may have a conflict, you should write a letter to Ronaldo "Nick" Nicholson (Chief Engineer) and Jerry Carter (Contracting Officer). It should state each party's role in the project, any possible conflict, and why these companies should be considered well in advance of the SOQ submission date.
15	Does this job have any Federal Funds?	No.
16	The CBE documents in the RFQ refer to an Attachment B. The RFQ attachment B is a list of approved utility companies. There is some confusion on what is really required.	Attachment B of the solicitation is the list of approved utility companies. There are no CBE requirements related to this particular attachment.
17	If selected, the company will be working with 30% plans. Will DDOT expect those plans to be carried to a higher design, including reviews?	Yes. Normal Design-Build procedures will be followed.
18	Will any detectable warning surface for ADA compliant handicapped ramps be needed on this job? If so, how much and what material is specified?	Yes. DDOT standards are to be followed. No quantities are available at this time.
19	Attachment 3.1.2 SOQ Checklist and Contents does not include every SOQ section requested in the RFQ. Please clarify if the checklist needs to be revised and what sections count towards the 20 page limit?	See revised 3.1.2 SOQ checklist as part of Amendment No. 3.

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20	<p>Attachment 3.1.2 SOQ Checklist and Contents list under the Proposer's Team Structure/Management Plan:</p> <ul style="list-style-type: none"> ○ Team Member/s firm PEPCO Pre-approved Contractor List – Attachment B ○ Team Member/s firm Verizon Pre-approved Contractor List – Attachment B ○ Team Member/s firm Washington Gas Pre-approved Contractor List – Attachment B <p>It states on the SOQ Checklist and Contents Attachment that these Pre-approved Contract List – Attachment B count towards the 20 page limit. Can you please clarify what you are looking for in this section?</p>	<p>We are looking for a single page that lists the team members from these pre-approved contractor lists that your team will be using to construct those specific utilities. The RFP and contract will require DDOT and utility company approvals of any team member changes for these pre-approved vendors. See revised Attachment 3.1.2 SOQ checklist as part of Amendment No. 3.</p>
21	<p>Please confirm the estimated construction cost of \$51 million does not include the construction of the new on and off site roadway since it appears according to the "Campus Redevelopment Concept Infrastructure Plan" this work was excluded from the project estimate.</p>	<p>The \$51 million value listed in the SOQ is for stage 1 infrastructure improvements. This estimate includes all utilities and roadways in the expanded stage 1 project area as well as the site and building demolition work. The stage 1 area shown in the "concept infrastructure plan" (attachment A) was expanded during preliminary design and the RFQ estimate reflects both the addition of the roadway components and the expansion of the stage 1 development area.</p>
22	<p>The revised Check list (attachment 3.1.2) indicates 35 page limit and SOQ on page 17 calls for a 20 page limit.</p>	<p>See revised Attachment 3.1.2 as part of Amendment No. 3. Page count is 20, excluding attachments.</p>
23	<p>We assume the information not included in the checklist page count will be contained in an appendix at the end of the Statement of Qualifications.</p>	<p>Yes, that is acceptable for the SOQ submission.</p>
24	<p>Our question pertains to the CBE Requirements listed on page 20 of the RFQ under Section 9.0. Will DDOT only be accepting DSLBD CBE certifications to meet the 35% goal or will they also be accepting DDOT DBE</p>	<p>Only CBE will be accepted. No DBE will be accepted.</p>

Question		Responses
	certifications? Clarification would be greatly appreciated.	
25	Will the attendance sheet be emailed out?	No. It will be posted as part of Amendment No. 3.
26	Will there be a separate construction management contract advertised for this project?	Yes.
27	Per Amendment no 2 Attachment D "First Source Program Initial Employment Plan" is required to be filled out during this early phase of the selection. The form requests the offerors indicate a listing of ALL new jobs to be created as a result of this project. At this time, without the preliminary or detailed scope or design documents having been developed, it is impossible to determine the number of employees required on the project, much less which will be new vs. existing. In lieu of Form D can we submit Form E (Bidder / Submitter Certification Form) and a one page narrative on how we would meet the CBE and First Source requirements. During the later stages of selection (RFP) when the design, and therefore labor needs, are more defined the form could be included as a more meaningful document.	DDOT acknowledges the difficulty in projecting the total number of new jobs created given the design/build nature of this solicitation. However, each potential submitter is reminded that the new "First Source" law establishes 10 points for an Initial Employment Plan to be submitted with the proposal. It is expected that the plan will be modified as the project matures.
28	During the Information meeting this morning it was indicated the First Source Initial Employment Plan would be scored as a Pass / Fail item. Amendment 2 indicated is as having a weighting of 10%. Please indicate which is correct. If it has a weighted value please indicate, as you have done for the other items to be evaluated, the specific evaluation criteria that will be used to score this item.	As a point of clarification, the First Source Initial Employment Plan was NOT indicated as a Pass/Fail item but rather the CBE plan was stated as such. These are two separate submission requirements. The CBE Plan remains a Pass/Fail submission.
29	At the pre-proposal conference yesterday it was mentioned that there have already been a significant number of questions asked about the RFQ. Can all the questions that have asked and	Yes. All are posted as part of Amendment No. 1, No. 2 and No. 3.

Question		Responses
	answered to date be provided for all prospective Offerors?	
30	During the presentation at the pre-proposal meeting it was stated that the Statement of Qualifications (SOQ) submissions would be in a digital format with no paper copies provided. Can you confirm if this as the RFQ document appears to suggest that bound paper copies are required?	See Amendment No. 1. All submissions are electronic.
31	Amendment 2 revised the evaluation scoring to include the First Source Initial Employment Plan. However, the total weight of the evaluation items now exceeds 100%. Can this be clarified?	Yes. See revised form 5.2.2 in Amendment No. 3
32	The First Source Initial Employment Plan appears to be a projection of the new jobs anticipated to be created by the project. Is it appropriate to provide this plan at the SOQ level when it is difficult to determine how many new jobs the project would create, if they will be full or part time, the salary ranges and the projected hire dates?	See Response to Question No. 27.
33	Can you explain the evaluation criteria for the First Source Employment Program? What elements at this early stage of the procurement will result in a high score (a 10)?	See Response to Question No. 27.
34	Will the First Source Initial Employment Plan and Bidder/Submitter Certification Forms be counted towards the page count? We would suggest they do not count as the 20 page limit is already a constraint.	See revised form 3.1.2 in amendment 3
35	Can we assume that Attachments 2.10 and 3.12 do not count towards the page count?	See revised form 3.1.2 in amendment 3

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36	Are we allowed to utilize our own format for Attachments 3.4.1, 3.4.2, and 3.5.1 as long as we provide all of the information requested on the form?	No.
37	Is it acceptable to utilize an 11 x 17 sheets for Attachments 3.4.1 and 3.4.2 as long as they are folded to 8.5 by 11?	No. All submittals are electronic. See Amendment No. 1.
38	Since the Letter of Submittal does not appear to be scored, can the letter from surety be an attachment and not count towards the page count? Typically, the surety letter is a minimum of 3 pages since to be valid it must include a power of attorney form which is usually 2 pages itself.	See revised form 3.1.2 in Amendment No. 3.
39	Would DDOT consider a slight increase to the page count to possibly 25? The current 20 page requirement will be difficult to achieve and provide the information requested. As an example, it will be difficult to keep the resumes of the Key Personnel to one page when we are required to provide a minimum of 3 or a maximum of 5 relevant projects for experience.	No. See revised form 3.1.2 in Amendment No. 3.
40	Do we have to submit a CBE plan and commit to the CBE requirement as part of the SOQ submission?	Yes
41	Since this project has no federal funding, can we subcontract the work to SBE's, CBE's or a combination of both?	Work can be subcontracted to any type of vendors or subcontractors, but only the DSLBD certified CBE firms count toward the CBE 35% minimum requirement.
42	Is a good faith effort required for the SBE portion of this commitment?	A minimum CBE commitment of 35% is a requirement of the SOQ submittal.
43	Will the quality control manager work directly for DDOT and provide quality assurance (design and construction) testing while managing quality control of design and construction, or will the quality control manager only be responsible for	The Design Build Team's quality control manager is responsible for the quality control program for design and construction and ensuring project is built per specifications, materials requirements are met, daily inspection reports, test reports, etc.

Question		Responses
	providing quality control for construction?	
44	Will DDOT clarify the extent of roadway construction required in Stage 1 of the East Campus redevelopment?	Yes, as part of the RFP. The exhibit, included in the RFQ attachments, indicate the anticipated roadways to be constructed in Stage 1 subject to modification during the preliminary plan preparation presently underway.
45	Will DDOT provide the roadway standards/specifications that the subject roads must be constructed to?	Yes, as part of the RFP.
46	Section 2.5 of the RFQ "Schedule" states that the release date of the Request for Proposals (RFP) will be January 15, 2013 and the RFP submission date will be March 15, 2013. Does DDOT anticipate that timeframe will include a period to ask questions regarding the RFP and have those answered – similar to the RFQ process?	Yes
47	Per Amendment 1 dated August 30, 2012, the SOQ submissions are to be received via email on or before 2:00 PM EST, October 15, 2012 bearing an original signature in PDF format. Could you please let us know the file size limitations (amount of megabytes) of sending our SOQ to the requested email address DDOTOC@DC.GOV?	10 MB
48	Will DDOT accept an email with a link to download the electronic submission (i.e. FTP) in lieu of an attachment?	No
	If a download is not acceptable, what is the file size limitation of email attachments that DDOT can accept?	10 MB
49	Will DDOT provide a complete attachment 3.1.2 SOQ checklist and contents?	Yes, see revised Attachment 3.1.2 as part of Addendum No. 3.
50	Please confirm that the percentages in the Rating Weight column on Attachment 5.2.2 Sample SOQ Score Sheet are examples only (RE: Amendment 2 page R18).	They are examples only.
51	What are the actual relative evaluation section weighting percentages – the sum of the percentages is now equal to 110%	See Attachment 5.2.2 in Addendum No. 3.
52	May additional questions be posed at a later date should the need arise?	The cutoff date for RFQ questions for this amendment was September 13, 2012. Questions submitted beyond that

Question		Responses
		date may not be answered or responded to by DDOT