December 12, 2019

RE: RFQ-2019-11-22
ITEM: On-Call Engineering, Architecture, and Associated Professional Services Prior to Construction
RFB: Closes: December 18, 2019, 5:00 PM MDT

ADDENDUM #1
Questions and Answers

Addendum #1 for Valley Regional Transit Request for Bid RFQ-2019-11-22, On-Call Engineering, Architecture, and Associated Professional Services Prior to Construction is hereby made part of the project requirements and contract documents for the referenced project. Please note, failure to acknowledge this Addendum does not relieve you from fulfilling the Addendum requirements.

The following questions have been addressed and are now part of the procurement process:

1. The submittal due date is listed as December 18, 2019, 5:00 p.m. MDT on page 1 and page 2, but as “5:00 PM on Wednesday, December 22, 2019” on page 3 under the heading “5. Submittal Conditions”.

Which date is the correct submittal date?

**Answer:** December 18, 2019, 5:00 p.m. MDT is the submittal due date.

2. Under the “heading 2. Introduction and Project Description” services for “mechanical, electrical and plumbing design” are listed as being required.

Do minor sub consultants need these specific services to be presented at the time of submittal of qualifications, or can they be procured at the time of the award of a specific project for the on-call contract that requires those services?

**Answer:** Qualifications should be submitted such that they provide a complete and comprehensive overview of all skill and qualifications available from the firm (and any teaming or subcontracting) in question. It is not necessary for all firms to have expertise in all of the possible types of work noted. Firms should highlight quality work for all applicable areas noted that may be provided by the responding firm including from teaming or subcontracting. Subcontracting at a later date is allowed, but awards for specific task orders will come based upon the strengths highlighted in this submittal by a firm’s response.

3. This RFQ included Exhibits A, B, C at the end.
   a. Are these Exhibits to be included with the submittal?
      **Answer:** Yes, these exhibit forms are to be included as separate pages with the submittal.
   b. Do these 3 exhibits count towards the 5 page limit? If they do, then with the addenda acknowledgement cover page that is 4 pages, so only one page is left to answer the questions A, B, C, D? Is this correct?
      **Answer:** The A, B and C Exhibits do not count towards the five (5) page limit.
4. Will you also be looking for a Land Surveying Firm as part of the associated professional services? If so, will you send me information on how we can apply for this procurement?

   Answer: Any firm of any relevant type can respond to this request, but in general, this listing is designed to accumulate an on call list of firms or teams who can respond to a wide range of varying types of work. In general, firms who can demonstrate a varied set of skills and abilities will rank higher, but firms that specialize in a specific skill set are welcome to submit a response individually.

5. The Offeror Information and Acknowledgements of Receipt form is sandwiched between the contractual information and Exhibits A-C. Please confirm that we are to submit just the Offeror Information and Acknowledgements of Receipt form, and not the Exhibits?

   Answer: The Offeror Information and all exhibits are required with the submittal. See the answer to question 3 for more information.

6. Does exhibit A apply only to the Prime Contractor?

   Answer: Exhibit A is expected to be signed by the prime contractor. Subcontractor terms and conditions are described in other locations in the solicitation.

7. Exhibit C relates to a cost-based proposal. Given that this on-call contract has no specific tasks assigned at present, how is this to be applied?

   Answer: The Federal clause relating to debarment applies to all work over 25k, whether completed by a prime or sub-contractor.

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<tr>
<td>Debarment and Suspension</td>
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   This exhibit simply states that the prime or subcontractors are not debarred, and if they are, they need to attach an explanation. Work (expected in this case) under 25k, would not apply to this exhibit, if and when awarded through a task order. Debarment status can be checked here: [https://www.sam.gov/SAM/pages/public/searchRecords/search.jsf](https://www.sam.gov/SAM/pages/public/searchRecords/search.jsf).

8. May we use VRT’s logo and select images from VRT’s website and RFP documents in our proposal and tentative interview materials?

   Answer: Yes