

REQUEST FOR PROPOSALS (RFP 07-05)

Questions & Answers posted on 5-17-07

1. The following questions are concerning Exhibit A which is the selection rating table:
 - a) Are projects done outside of Indiana given the same value or level of importance as projects done within the state under the "Team's Demonstrated Qualifications" category?

Response: One of the submittal requirements is a "Current and Completed Projects" form. This form will show the team's experience which is similar in nature to the RFP item for which they are submitting. The value on the score sheet is based on the team's experience for that particular type of work, regardless of project location.

- b) Under the "Capacity of Team to do Work" category, are experienced out of state personnel given the same consideration as in state personnel? I'm specifically talking about our Chicago office which has Indiana PE's in very close proximity to one of your projects in Lake County. Many of these PE's have significant experience with INDOT projects and other projects within the state.

Response: The "Current and Completed Projects" form will also demonstrate previous INDOT experience, as well as the Project Manager's level of commitment. The "capacity" is the availability of the team to deliver the project within the time constraints of the project, without consideration of the location of personnel.

- c) Under the "Project Manager" category, is a project manager located in Chicago going to be given the same consideration as a project manager located within the state on specifically say a job in Lake County? Or is it better to have the project manager on that job stationed in our Indianapolis office?

Response: The location of the Project Manager is not a factor in scoring under the Project Manager category.

- d) Under the "Location" category, would we receive a 1 since some of the personnel working on the project work in our Chicago office, which is within 50 miles of the project in Lake County? Or would they not count since they are outside the State of Indiana?

Response: The "location" is the location of the responsible consultant's office, relative to the center of the project. The responsible consultant office is typically the office location of the Project Manager. For on-call regional contracts, the location is the center of the geographical coverage of the region for which the services are applicable. When federal participation is associated with a contract, State boundaries are not a consideration.

2. Item 02: In regards to Item No. 2, the draft engineering report states..."It is anticipated that approximately 3.1 miles of route survey will be required as part of this project." (page 8 of the report). Should the work type 6.1 Topographic Survey Data Collection be added as a Required Prequalification Category to this proposal?

Response: Yes, this item will include Survey. Prequal 6.1 has been added to the advertisement.

3. Item 6: We have just been approved and put on the list for section 12.6 negotiations and have a few questions regarding bidding on an RFP. After reviewing the RFP list just released for May we see several sections where negotiation is needed, but did not know if we can bid on all of these or only on the one RFP listed that is just for negotiation. It seems on most that there is only one contract awarded so, does that mean that you need to qualify in all the areas listed?

Response: If you are only prequalified for 12.6 negotiations and want to be considered for possible contract selection, please submit your letter of interest and the required documents for Item 6: On Call Statewide Right of Way Negotiations. The instructions and the requirements are noted in the RFP 07-05 advertisement, starting on page 20.

A firm, submitting a letter of interest on a “project specific” item, may ask you to be a sub consultant and perform the negotiation services for their firm. However, for this scenario, your firm is not required to submit a letter of interest to INDOT. A list of prequalified firms and the work types that they are prequalified for is listed on the following website.

<http://www.in.gov/dot/div/legal/rfp/eligiblefirms.xls>