



ADDENDUM #1

RFP #23-4510-168

RFP #23-4510-169

November 9, 2022

Department of Budget & Finance

17090 Monument Circle, Suite 137

Isle of Wight, VA 23397

<http://www.Isleofwightus.net>

RFP #23-4510-168 ENGINEERING DESIGN SERVICES FOR DESIGN AND DEVELOPMENT OF CONSTRUCTION DRAWINGS FOR US Rt. .460 AT US Rt. 258 TURN LANE IMPROVEMENT PROJECT

RFP #23-4510-169 ENGINEERING DESIGN SERVICES FOR DESIGN AND DEVELOPMENT OF CONSTRUCTION DRAWINGS FOR MAIN STREET/RT. 258 AT ROUTE 10 10 BYPASS INTERSECTION IMPROVEMENT PROJECT

This addendum supplements or modifies the original Solicitation noted above and is made part of the Request for Proposals. This addendum consists of three (3) pages.

Question: Will you please verify that you want only **one** hard copy of each proposal?

Yes

Question: On page 7 of the two RFPs, it states “The complete RFP with appropriate signatures and information, including acknowledgement of any applicable addendum.” Does Isle of Wight want us to include all 35 pages of the RFP as well as the attachments at the end of the RFPs and put this information in its own tab?

Yes

Question: On page 9 of the two RFPs, it states “The prime consultants are encouraged to achieve all, or a percentage of the required DBE participation/goals determined for this project by the utilization of BOWD approved firms.” Are BOWD approved firms listed under the Virginia Department of Small Business and Supplier Diversity or is there a separate list of approved firms? If so, where can we find that as we were not able to find a listing on the BOWD website.

Yes, they are listed under the Virginia Department of Small Business and Supplier

Diversity website- www.sbsd.virginia.gov.

Question: Of the list of Required Federal Forms listed on page 35 of 35 of the RFP, it appears we do not need to complete Vendor Payment Compliance Report, Form C-63, as it appears it is an example of what we would complete once awarded the project. Will the County please confirm that this form is not required at this stage.

No, this form is not required at this stage. It will be required with contract invoicing after award.

Question: If we have DBE firms on our team to meet the DBE percentage of participation, do we still need to complete Form C-49?

The C-49 is only required in cases where the proposal does not document meeting the DBE goal sufficiently.

Question: In both RFPS, there are "optional services" listed that may or may not happen for the project. If we have identified a DBE sub for one of those optional services, we do **not** calculate them into the DBE participation requirement? Also, would they be excluded from submitting a letter of commitment and signing the Certification of Binding Agreement form (Form C-112)? Further clarification on how we address this would be appreciated.

Yes, Optional Services subconsultants can be included in your calculation by submitting a letter of commitment and signing the C-112. However, if at the County's discretion those services are NOT contracted after award, the prime is STILL responsible to meet the DBE goal as stated in the RFP. Good Faith Effort Criteria may only be applied to non-optional contract items.

Question: In RFP #23-4510-169(Main Street/route 258 at Route 10 Bypass) is the County's expectation that the 10-month project schedule listed in the RFP is from NTP to advertisement for construction or is the expectation that 18 months will account for the duration from NTP to right-of-way approval/right-of-way acquisition?

The tentative schedule is 18 months from NTP to RW phase, and an additional 18 months from RW phase to construction advertisement. The final schedule will be set during PE when VDOT Scoping is closed.

Erin Wishall

Contract Officer: _____

Erin Wishall, Purchasing Agent, Purchasing Agent

The Purchasing Agent, Erin Wishall, is the contract officer for Isle of Wight County with respect to this RFP. All questions and/or comments should be directed to her @ ewishall@isleofwightus.net. The Respondents to this RFP shall not contact, either directly or indirectly, any other employee or agent of the County regarding this RFP. Any such unauthorized contact may disqualify the offeror from the procurement.

Company Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____ FAX No.: _____

E-mail: _____

Print Name: _____ Title: _____

Signature: _____ Date: _____