

FQ15191 - WMATA RESPONSE TO THE RFI'S

RFI #	RFP Page or RFP Section Reference	RFI Clarification/Questions	WMATA RESPONSE	WMATA ACTION
1	16 Part 1, Section 16.b	Please confirm that the SF 330 Part II's for firm's offices do NOT count against the page count limitations.	SF 330 Part II's will not count against the page count. See Amendment 008.	AMENDMENT
2	18 Part I, Section 16g	How many hard copies of each proposal volume should be submitted?	Two (2) hard copies and three (3) USB will be submitted with each volume of the proposal. See Amendment 008.	AMENDMENT
3	p.16 16b, 16c	16.b - Proposal Volume Requirements. The table for Volume 1 – Technical Proposal indicates the Cover Letter is Limited to 10 pgs. Section c – Page Limitation on pg 17 states that the cover letter does not count against the page count limitations. Please clarify whether the cover letter is included in the page count.	Cover letter does not count against the page count.	NONE
4	p.17	Please clarify whether the transmittal letter that is required in each volume specified in part f on page 17 is the same as the 10-page cover letter required in Volume 1.	The transmittal letter and the 10-page letter required in Volume 1 are the same.	NONE
5	p.16	Please clarify the requirements for the cover letter; section b on page 16 states that the letter shall identify all enclosures being transmitted and shall only be used to transmit the proposal and shall include no other information. However, section 18.e on page 19 lists five additional items to be covered.	Section b on Pg 16 and Section 18.e on Pg 19 are covering the same process. The only difference is that 18 e list the items that are supposed to be in the cover letter and section b did not.	NONE
6	p20 Vol 1, Section 18, h. SF 330	For reference projects, please clarify whether the project value range of \$100,000 to \$200,000,000 specified in section 18.E and 18.F indicates total project cost or the value of the firm's contract/task.	The project value range of \$100,000 to \$200,000,000 is the value of the firm's contract/task.	NONE
7	P. 21 H.4.a	Section H.4.a on page 21 requests information on "current projects being designed in the design team firm's office" Please confirm that projects shall be provided only for projects in all offices that are included in the SF330 forms (i.e., named branch offices like Baltimore, Philadelphia and New York)?	The requirement is to provide a list of all current projects being designed in the design team firm's home office. This information is to be provided for the Prime only. This information shall not include branch offices not proposed to perform on this contract.	AMENDMENT
8	p. 21 H.4.a-c	SF330 Section H Part 4a-c on page 21 requests information to demonstrate the offeror's capacity to accomplish the work in the required time and ability to handle multiple projects at the same time. Please confirm this information is to be provided by the prime only.	This information is to be provided by the Prime only.	AMENDMENT
9	p. 21 H.4.a & b	SF330 Section H Part 4 item a and item b on page 21 requests each design team firm to list all CURRENT projects being designed with design fee greater than \$200,000, with current stage of design and anticipated design completion date. Since this data could be voluminous, please confirm that this information does not count against page limits.	This information will not count against page counts.	AMENDMENT
10		SF330 Section H Part 4 c on page 21 request indication of Firm's Present Workload and Availability of the project team (including subconsultants) for the specified contract performance period. Please provide clarification on how firms should provide present workload, e.g. as % or \$ value, and if WMATA plans to issue a present workload form.	At a minimum, offerors shall provide a monetary value, but may include percentages.	NONE

RFI #	RFP Page or RFP Section Reference	RFI Clarification/Questions	WMATA RESPONSE	WMATA ACTION
11	21 H.4.c	SF 330 Section G, Key Personnel Participation, is not outlined in the RFP requirements for Volume 1. Please confirm whether Section G should be included in the proposal.	Offerors are to follow the directions included in the instructions of the SF 330, unless directed otherwise in the solicitation. Section G shall be included in the proposal.	NONE
12	p. 37	General Provisions Section 7 describes conflict of interest. As written, this verbiage could be interpreted to mean that firms (including DBE sub-consultants) on this GEC contract cannot work on any other WMATA contract. Please clarify WMATA's intent for this conflict of interest clause. For example: 1. Can a firm which works on this GEC contract (as a prime or subconsultant) work as a sub-consultant on a design-build contract? 2. Can a firm which works on this GEC contract (as a prime or subconsultant) work as a sub-consultant on another GEC contract? 3. Can a firm which works on this GEC contract (as a prime or subconsultant) work as a prime on another GEC contract?	1. Can a firm which works on this GEC contract (as a prime or subconsultant) work as a sub-consultant on a design-build contract? No, unless the CO grants an exception. 2. Can a firm which works on this GEC contract (as a prime or subconsultant) work as a sub-consultant on another GEC contract? No, unless the CO grants an exception. 3. Can a firm which works on this GEC contract (as a prime or subconsultant) work as a prime on another GEC contract? No, unless the CO grants an exception.	NONE
13	p. 86	Special Provisions Section 15 describes performance and payment bonds. These don't appear to be applicable to this A&E IDIQ contract. Please confirm.	Bonding will be determined for each individual task order issued.	AMENDMENT
14	p. 111	SOW section 3.2.1.2 defines minimum qualifications for the QA Manager "Trained as a Lead Auditor in a Registrar Accreditation Board of the American Society for Quality (RABASQ) approved course on the requirements of ISO9001." - Does WMATA consider the professional certifications of Certified Quality Auditor (CQA) or Certified Quality Manager (CQM) from the American Society for Quality (ASQ) to meet or exceed this requirement? - Would it be acceptable for the Quality Assurance Manager to have attended courses and received certification as an ISO 9001 Lead Auditor by international Register of Certified Auditors (IRCA), an internationally recognized registration governing board, rather than RABASQ?	The intent of the requirement is to ensure that the Quality Assurance Manager has a good working knowledge of what is expected to implement an ISO 9001 compliant Quality Management System. A Certified Quality Auditor or Certified Quality Manager from ASQ meet this intent. Certification by IRCA is acceptable	NONE
15		Attachment A includes 1 field for home overhead rates and 1 field for field overhead rates for year 1. Section vi. Audit Reports on page 24 requests copies of audited OH rates for the prime and subcontractors. Please confirm it is acceptable to include multiple Home OH and Field OH rates in Attachment A to capture information for each firm (prime and sub).	The intent is for offerors to submit a "not-to-exceed" rate for each proposed labor category. Although firms may title labor categories differently from firm to firm, the prime shall submit one (1) rate schedule with the proposed labor categories, including a brief definition of the education and experience requirements for each proposed category. Separate schedules containing the same categories and definitions as the prime consultant's submission may be submitted with different sets of indirect rates for each proposed subcontractor. The objective is to establish one (1) set of labor category, and the education and experience requirements for each category, which the prime and sub-consultants will use through the contract duration to provide personnel.	NONE

FQ15191 - WMATA RESPONSE TO THE RFI's

RFI #	RFP Page or RFP Section Reference	RFI Clarification/Questions	WMATA RESPONSE	WMATA ACTION
16	"Solicitation Instructions page 17	Please confirm that Joint Venture agreements, if applicable, are to be submitted with within ten (10) days of a proposer being notified they are the apparent successful proposer as stated in Appendix B section 7 (page 10) and Summary of Submittals (page 15).	The proposer must submit all the items listed in Appendix B, Section 7 (Proposal Requirements), Pg 10 within 10 calendar days after notification that they are the apparent successful proposer.	NONE
17		Please confirm Attachment C: representations and certifications is to be completed by the prime only.	Yes, Attachment C, Representation and Certifications is to be completed by the prime only.	NONE
18	25	Volume III section c.2 on page 25 requests financial statements for the last 3 years. Please confirm this requirement applies only to the prime.	Volume III, Section C.2, page 25 applies to the Prime and members of a joint venture.	NONE
19	SOW pg #1	Please confirm the requirements in attachment A are part of future task order submittals	The DBE goal will be established with each individual task order. The letter of intent is only required in response to an issued task order request for proposal. The offeror may provide the letter of intent if the DBE firm is part of the joint venture, or will be used on every issued task order, without exception. In this case, a minimum percentage can be provided, rather than a dollar amount.	NONE
20	General, Part 1 Solicitation Instructions, Page 17, 16.e Format.	The RFP states a minimum font requirement, and margin restrictions of 1 inch. It also states that graphic presentation including tables are not subject to the same font restriction. Please confirm that the font requirement, and margin requirement does not apply to the SF 330 table format Sections A - G, provided that we use a 1 inch margin and font restriction in the narrative portions of Section H, Additional Information.	The font requirement and margin requirement does apply to the SF330 table format Section A-G.	NONE
21	Page 21, SF 330, Section H1	The RFP asks for documentation that the firm is an architect or engineering firm. Documentation can be the firm's engineering registration number from a State Board of Professional Engineers if the State in which the firm is located has a firm registration requirement or it can be resumes of the senior engineers/architects that are managing the firm showing that they are registered engineers or architects. Please confirm that any state registration, if obtainable, is adequate and that in lieu of resumes, PE license numbers and the states where they are applicable of the principals of the firm would be sufficient	Resumes of the senior engineers/architects that are managing the firm showing that they are registered engineers or architects with PE license numbers are acceptable.	NONE
22		Is it possible to find out who holds the current or previous contract(s)? I did not see any info regarding past awards for general A/E projects on either FBO or the WMATA website.	The current contract FQ10060 was awarded to Gannett Fleming/Parsons (GFP) joint venture.	NONE
23		What firms or how many firms responded to "RFI 02202015 - SOURCES SOUGHT NOTICE?	36 Firms responded to the notice	NONE
24	SOW section 3.3 on page 111	SOW section 3.3 on page 111 defines minimum qualifications for the chief cost estimator. Section 3.3.1.2 defines a professional certification from the American Association of Cost Engineers or equivalent. Please confirm WMATA considers a professional certification from the Association for the Advancement of Cost Engineering International, an international cost estimating association, to be an approved equivalent.	Yes, a professional certification from the Association for the Advancement of Cost Engineering International is an approved equivalent.	AMENDMENT
25		How many copies of the proposal are we required to submit?	Offerors shall provide two (2) hard copies, and an electronic copy on three (3) USB's.	AMENDMENT

FQ15191 - WMATA RESPONSE TO THE RFI'S

RFI #	RFP Page or RFP Section Reference	RFI Clarification/Questions	WMATA RESPONSE	WMATA ACTION
26		Are the Representations and Certifications (Attachment C) and the Certificate of Insurance required from the prime firm only or from the prime and all subconsultants?	Representations and Certifications (Attachment C) and the Certificate of Insurance are required from the Prime only. If the Prime is a joint venture, then Representations and Certifications (Attachment C) and the Certificate of Insurance will be required from all member firms of the joint venture.	NONE
27		As a follow up to the above question, several of our DBE subconsultants are small firms that do not currently meet the minimum insurance coverage requirements denoted in the RFP. Can these minimum coverage requirements be waived for these small firms so that they have the opportunity to participate in this contract?	Contractor, at their sole peril may amend the minimum required limits of coverage for Sub-contractors but not the Required Minimum Coverage(s). Doing so does not relieve Contractor from its respective liability to WMATA.	AMENDMENT
28		The RFP indicates that for the SF 330 Part II, we are to include annual revenues for Transit Agency work, non-Transit-Agency work and the total revenues received for the past 5 years in Block 11. Standard Form 330 Part II, Block 11 requires that revenues be separated for Federal work, non-Federal work and total for the past 3 years. Is WMATA asking us to modify Block 11 of the SF 330 Part II form so as not to include the Federal/non-Federal work breakdowns but rather to show a transit agency/non-transit agency breakdown?	The requirement is to provide a breakdown of Transit Agency vs. Non-Transit Agency.	NONE
29		The RFP requires that we submit a signed Certificate of Current Cost or Pricing Data with the proposal. There are two places on the certificate where we are required to insert dates. However, the notes indicate these dates should be when negotiations were concluded. Please advise what dates we should insert on these forms.	Provide the date of the proposal submission. After the conclusion of negotiations, a second certificate will be required.	NONE
30		The RFP requires us to acknowledge all amendments to the RFP and to include a copy of the amendment in our submission. However, there is no Acknowledgment of Amendment form in the RFP. Please provide the Acknowledgment of Amendment form.	The Acknowledgement of Amendment form is not applicable, as the first page of the amendment is to be signed by the offeror and submitted with the proposal.	NONE
31		Are the Schedule of DBE Participation (Attachment B-1 to Appendix B of the RFP) and the Letter of Intent to Perform as a Subcontractor/Joint Venture (Attachment B-2) required to be submitted in Volume III of our proposal response? The RFP indicates that they should be submitted with the proposal (page 8 of Appendix B), yet on page 15 of Appendix B the RFP states that these attachments should be provided with the task order proposals. Please clarify.	The DBE goal will be established with each individual task order. The letter of intent is only required in response to an issued task order request for proposal. The offeror may provide the letter of intent if the DBE firm is part of the joint venture, or will be used on every issued task order, without exception. In this case, a minimum percentage can be provided, rather than a dollar amount.	NONE
32		The RFP states that the DBE participation goals for this contract will be determined on a task by task basis. Although we understand that the DBE goal for the contract is 25 percent, we do not know the nature of the tasks nor the participation percentage goals for each task at this time. What should we indicate for the Agreed Price on Attachment B-1 and the dollar amount on the Letter of Intent, TBD?	The DBE goal will be established with each individual task order. The letter of intent is only required in response to an issued task order request for proposal. The offeror may provide the letter of intent if the DBE firm is part of the joint venture, or will be used on every issued task order, without exception. In this case, a minimum percentage can be provided, rather than a dollar amount.	NONE

RFI #	RFP Page or RFP Section Reference	RFI Clarification/Questions	WMATA RESPONSE	WMATA ACTION
33		<p>The RFP requires the Offeror and individual subconsultants whose price proposals exceed \$500,000 to submit a Certificate of Certified Cost or Pricing Data (Attachment B). Since we do not know task scopes or the subcontract values at this time, we request that this requirement be changed such that only the prime consultant is required to submit the certificate at this time. Please advise if this is acceptable.</p>	<p>Only the Prime is required to provide the Certificate for the solicitation.</p>	NONE
34		<p>The RFP requires that we provide our present workload and availability of the project team, including all subconsultants, for the specified contract performance period. a. How are we to indicate our present workload; number of contracts currently held, total contract value of current contracts, or some other measure? b. How are we to indicate availability of the project team, as a percent availability of our key staff or the firm as a whole for the contract period? c. Are we required to provide availability of our firm/key staff for the base 2-year contract or for the 5-year contract period (2-year base contract + 3 option years)?</p>	<p>Please indicate your present workload by listing the projects you are currently working on, the number of contracts and the total value of all combined. For the answers to questions b and c, please refer to the RFP, Part 1, Solicitation Instructions, Section 18 (Submittal Requirements), pg 19-21.</p>	NONE
35	<p>Volume J, Section H, Item 4, subparagraphs A&B, Pg 21</p>	<p>Volume 1, Section H (Section 18h, item 4, subparagraphs a & b on page 21) requires us to list all current projects being designed by the design team firm's office with design fees > \$200,000. This applies to each design team firm and subcontractor. Can this be limited to transportation or transit projects for only those offices that will be providing services/staff for the WMATA GAEC Services - Facilities contract rather than the all projects of all types that we are working on throughout the world?</p>	<p>This requirement is only for the Prime contractor's home design team.</p>	AMENDMENT
36		<p>Section 5 Acknowledgment of Amendments of the RFP requires proposers to acknowledge receipt of an amendment to the RFP by signing and returning the amendment, identifying the amendment number and the date on the Solicitation, Offer and Award Form, and expressly acknowledging the amendment on the designated form and including it in the proposal. a. Please provide the Solicitation, Offer and Award form so that we can include it in our proposal submission. b. Amendment 1 issued on 5-1-15 includes the entire RFP in tracked change mode. Are we required to submit all 158 pages of the amended RFP with our proposal or can we include only those pages that had material changes to the RFP?</p>	<p>(a) Only submit the first page of the amendment that includes the Contracting Officer's signature. (b) See answer (a).</p>	AMENDMENT

FQ15191 - WMATA RESPONSE TO THE RFI'S

RFI #	RFP Page or RFP Section Reference	RFI Clarification/Questions	WMATA RESPONSE	WMATA ACTION
37		The RFP requires the proposers to provide a billing rate schedule/rate table in our Price Proposal for ourselves and our proposed subcontractors. Since the categories of professional and technical personnel differ from firm to firm, should we provide a separate rate schedule for each firm listing only the categories for which they will be providing staff for the contract? Please advise.	The intent is for offerors to submit a "not-to-exceed" rate for each proposed labor category. Although firms may title labor categories differently from firm to firm, the prime shall submit one (1) rate schedule with the proposed labor categories, including a brief definition of the education and experience requirements for each proposed category. Separate schedules containing the same categories and definitions as the prime consultant's submission may be submitted with different sets of indirect rates for each proposed subcontractor. The objective is to establish one (1) set of labor categories, and the education and experience requirements for each category, which the prime and sub-consultants will use through the contract duration to provide personnel.	NONE
38		Regarding the financial statements that the Offeror must provide for the last 3 years, both primary team member firms can only provide this information as pdf, please confirm we can submit financials as PDF for the electronic copy of the submittal	Include the printed version of the PDF in the hard copy submission, and include the PDF in the USB electronic version.	NONE
39		Order of Precedence does not mention the Special Conditions section. Please clarify where the Special Conditions reside in the Order of Precedence.	The solicitation does not contain a special conditions section.	NONE
40		Conflict of Interest and Section SP 20 Organizational Conflict of Interest. We assume that Section SP 20 is intended to supersede GP 7, please confirm.	The Conflict of Interest provision does not supercede the Organizational Conflict of Interest provision.	NONE
41		since this is an IDIQ contract please clarify the requirements for the performance bond; i.e. will a performance bond be required upon contract execution, and if so in what amount, or will performance bonds be required for individual task orders? (not sure if I'm missing something here that may have already been clarified. Are they expecting a bond for the whole contract amount without having any TO's issued?)	Bond(s) is required within 10 calendar days after award. Please refer to the Solicitation Special Provisions, Section 15, subsection (a) (b) for bond amount,	NONE
42		The contract requires that all subcontractors provide the same minimum limits of insurance coverage as the prime. This will likely be difficult for smaller subcontractors, e.g. DBE's. Would WMATA be amenable to relaxing this requirement where appropriate?	Contractor, at their sole peril may amend the minimum required limits of coverage for Sub-contractors but not the Required Minimum Coverage(s). Doing so does not relieve Contractor from its respective liability to WMATA. (See response to RFI #27).	NONE
43		We understand that the required professional liability insurance would be required to cover losses attributable to the "negligent" acts, errors or omissions of the Contractor, as is the industry standard. Please confirm.	Yes, Professional Liability insurance shall be procured and maintained to cover losses attributable to the acts, errors or omissions of the Contractor in the provision of design services, including, but not limited to stamping, sealing, or certifying blueprints or other construction-related documents.	NONE
44		Question 14 of Attachment D asks that we "Attach as SCHEDULE SIX a list of all principal subcontractors and the percentage and character of work (contract amount) which each will perform." As this is an IDIQ contract, it will not be possible to estimate the percentage of work and contract amount that will be assigned to each subcontractor. We would request that this question be removed.	If applicable, list all principal subcontractors and the type of work which each will perform.	NONE

RFI #	RFP Page or RFP Section Reference	RFI Clarification/Questions	WMATA RESPONSE	WMATA ACTION
45		Section D Organizational chart asks to indicate branch office location of each team member - please confirm this means each team member firm	Yes, please indicate the office location of each team member.	NONE
46		Please confirm that we can provide a list of current design projects by contract, not as individual task orders due to the voluminous nature of the information requested.	Yes, please provide a list of current design projects by contract only.	NONE
47		Please confirm that Attachments like ISR reports and other "reports" that demonstrate the capabilities of the firm, does not count against page count and can be included as an exhibit in the proposal response, in the appropriate volume.	ISR reports and other reports that demonstrate the capabilities of the firm will not count against the page limit and can be included in the proposal.	NONE
48		Please confirm that the most recent monthly subcontractor or DBE report will comply if projects we plan to submit are not task s under individual contracts and also not federal projects.	Your recent monthly subcontractor or DBE report will comply with our request even though they are not federal projects or task under individual contracts.	NONE