

Town of Wake Forest
Request for Letters of Interest
19-0003
On-Call Planning, Design & Engineering Services
6-24-2019

Addendum #2

Questions: Will the Town be making selections based upon PEFs as Primes only – for all work codes, or is it possible to be selected for only a specific category such as the Land Surveying? Our question is do we need to present a team that satisfies all NCDOT work codes in total listed in the RFLOI, or can we submit a proposal for the work codes that we are pre-qualified for?

Answer: As per the RFLOI: “The primary and/or subconsultant firm(s) shall be pre-qualified by the Department to perform **ANY** COMBINATION of the work codes listed...” This means that you are not required to submit for ALL work. You may submit as Prime for specific categories in which you qualify or be a subconsultant for a Prime. Include in LOI the work codes for which you are submitting.

Question: Work Code 168 – Project Management is a Right-Of Way Unit discipline code for NCDOT. In order to be pre-qualified for this specific code, NCDOT requirements call for a Real Estate Broker’s License. Given that you have advertised a separate Right-of-Way On-Call RFLOI to handle such tasks, we wondered if it is intended for this code to also apply to the Planning, Design and Engineering on-call RFLOI? We understand that we can submit for any combination of work codes, however we wanted to check-in regarding this specific one.

Answer: Work Code 168 will be removed from the on-call Planning, Design & Engineering RFLOI.

Question: Embedded Staff: The RFLOI references the firm potentially providing qualified individual(s) to act as the Town’s Project Manager or Project Engineer. Please provide additional information related to the on-site time commitment. Does the town anticipate this staff member being dedicated full time for the duration of the project, or a reduced percentage?

Answer: The firm would act as an extension for town staff. There is the potential for on-site time commitment. This is project dependent; therefore, the percentage is unknown at this time.

Question: Past DBE Utilization Participation - The selection criteria specifically reference for DBE participation on prior projects. Does the Town consider SPSF firms as part of DBE utilization?

Answer: Some projects will be federally funded which uses DBE. Past DBE utilization will be the used for the selection criteria.

Question: Regarding the work codes listed in the advertisement, there seem to be some tasks listed in Item 9: Geotechnical Engineering that would also fit under NCDOT Prequalification Codes 00195 (RDWY CONSTRUCTION ENG & INSPECTION) and 00233 (STRUCTURES CONSTRUCTION ENG & INSPECTION). Would you consider adding these prequalification codes to your list of work codes shown on pages 1 and 2 in the RFP?

Answer: No. The CEI is a separate On-Call for construction projects.