

City of Lynchburg
Procurement Division
900 Church Street
Lynchburg, Virginia 24504
Telephone No.: (434) 455-3970
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**Addendum for Request for Proposal
Engineering Services Relative to Transportation Projects**

14-879

Date: 12/23/2014
From: Lisa Moss, Buyer VCA
RE: Addendum No. 2

This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Offeror shall indicate receipt of this Addendum and all previously issued Addenda on the Title Page.

1. Under Item 10 "Proposal Preparation," item 3.C., due to the size of our worldwide firm could we limit the revenue data requested to just our work in Virginia, or in this region of the US, instead of providing this data for worldwide revenue? Even if we limit to just Virginia, we still have multiple offices in Virginia to show revenue for as well as the main branch office where the work for this contract will be done.

Any work experience relevant to this RFP may be submitted.

2. For the Special Provision for Affirmative Action (Executive Order 11246), how will you use this provision on this contract? Is it specifically applicable to this contract?

Executive Order 11246 will pertain to all construction projects designed under this contract. This is not specifically applicable to the Pre-Qualification Contract.

3. Is it acceptable that we provide our preapproved letter from VDOT with this proposal in place of the VDOT Title VI Evaluation Form? Our firm seeks this approval annually.

Yes.

4. The Present Workload form says workload for VDOT. Do you want us to show work for VDOT on this form or work for the City of Lynchburg?

Both

5. Page 1 of 12, second to last sentence in paragraph starting with "*In compliance....*" states "**Indicate which services you are requesting pre-qualification for below.**" This statement suggests there is a blank on this page for inserting the list of services; however, there is not a place for listing services.

This sentence was left in the RFP in error please disregard.

6. Can the Offeror use page 3, letters A-M as method of identifying services Offeror is requesting pre-qualification?

Yes

If Offeror has multiple sub consultants, does list of services for pre-qualification have to identify sub per service or can prime be listed since subs are part of primes team?

Offerors should submit a team that covers all the requested qualifications.

Firms must certify that they are qualified in all the requested disciplines

7. Which VDOT required forms need to be included in the submission?

The Firm Data Sheet that is attached to the RFP.