

SOQ 212-22-10
Questions & Answers # 1

	SOQ Description: Architectural & Engineering Services
	Date: 06/22/2022

Question 1: Will GRTC consider a reduction in the contractual insurance coverage amounts for subconsultants? Small and disadvantaged business participation will be challenging to achieve as the insurance coverage amounts restrict who can afford to participate in this contract.

Answer 1: Reference Exhibit C-1, "Exceptions and Assumptions". Any exceptions or assumptions to the solicitation should be explicitly set forth in Exhibit C-1. GRTC will take the offeror's exception(s) and any proposed language into consideration at the time the offeror's proposal is evaluated.

Question 2: If the offeror chooses to include resumes in Volume II, are they excluded from the 40-page limit?

Answer 2: Resumes are not excluded from the page limit requirement in Volume II, however, GRTC is increasing the page limit requirement to 75 pages. This requirement does not include tabs and dividers.

Question 3: Is Exhibit C-1 Exception to Solicitation Provisions, Technical Proposal, excluded from the 40-page limit?

Answer 3: Yes, Exhibit C-1 is excluded from the page limit requirement. The solicitation has been amended changing the page limit requirement for Volume II to 75 pages.

Question 4: Are the examples of reports and graphs to be included in Tab D of Volume II excluded from the 40-page limit?

Answer 4: No, examples of reports and graphs are included in the page limit requirement.

Question 5: Are tabs, a table of contents, and a cover letter excluded from the page count in Volume 2?

Answer 5: Tabs are excluded from the page count in Volume 2 but a table of contents and a cover letter is included in the page count in Volume II.

Question 6: Because the statement of qualifications will become a public document and GRTC cannot guarantee an exemption from Virginia's FOIA statutes for information marked Confidential, may a bank reference and a summary of the firm's financial standing be used to satisfy the Firm Financial Data requirement in Volume 1 in lieu of financial statements?

Answer 6: Reference Exhibit C, "Solicitation Instructions and Conditions", Section 5, "Contents of Statement of Qualifications", (b). "Offeror also shall submit the Firm's most recent financial statement covering the past three years of operation, or the most recent audited annual report.

Question 7: How will GRTC review and evaluate the exceptions and assumptions to solicitation provisions that are submitted on Exhibit C-1?

Answer 7: GRTC will review and evaluate exceptions and assumptions from a procurement, legal, risk management and project scope perspective to ensure applicable rules, regulations, the project scope and GRTC's best interest are not compromised.

Question 8: Are staff resumes included in the 40-page limit for Volume 2?

Answer 8: Reference Answer 2.

Question 9: Can the organization chart be on an 11"x17" page?

Answer 9: If contained in Tab C of Volume II, the organization chart can be on an 11"x17" page.

Question 10: Can you please confirm that Exhibit C-1 (Exceptions and Assumptions to Solicitation Provisions) is required to be included with both Volume 1 and Volume 2?

Answer 10: Yes, Exhibit C-1 is required to be included in Volume 1 and Volume 2.

Question 11: If Exhibit C-1 is required in Volume 2, do these pages count toward the 40-page limit?

Answer 11: Reference Answer 3.

Question 12: Does GRTC have established criteria or standards for The Pulse or any of its facilities?

Answer 12: Reference Exhibit F, Scope of Work, (b) Phase B – "Design and Bid Documents Preparations": (1), "...The Contractor shall prepare final contract documents consisting of detailed plans, specifications (utilizing VDOT, and City of Richmond standards, as applicable) and cost estimates for the bidding and construction of the project improvements as approved by GRTC".

Question 13: Can the staff guarantee letter be signed by another officer who has authority to bind the company?

Answer 13: See Exhibit C, "Solicitation Instructions and Conditions", Section 4, "Pre-Submittal Conference", (b), "Offers signed by an agent of the offeror (other than an officer or a partner of the Offeror) are to be accompanied by evidence of the agent's authority (unless such evidence has been previously furnished to)".

Question 14: Can electronic signatures provided through Adobe Sign documentation satisfy the Original signatures requirement?

Answer 14: See Exhibit C, "Solicitation Instructions and Conditions", Section 4, "Preparation of Submittals", (b), "Any required signatures may be hand signed or authenticated digital signatures, which must be password-protected, encrypted, and bound".

Question 15: Is a corporate seal required?

Answer 15: Reference Exhibit C, "Solicitation Instructions and Conditions", Section 8, "Submission of Submittals", f) An offer for a corporation shall further give the state of incorporation and have the corporate seal affixed to it.

Question 16: Please confirm that Exhibit C-1 is required in both Volumes I and II. If so, does Exhibit C-1 in Tab E count toward the 40-page limit in Volume II?

Answer 16: See Answers 3 and 10.

Question 17: On GRTC's procurement website for this pursuit, the Exhibit C-1 form does not support Text edits or the ability to choose from dropdown boxes as required in the form instructions. Can GRTC please provide Exhibit C-1 in an editable format in order to meet this requirement?

Answer 17: Exhibit C-1 has been revised and is now in an editable format. A copy of Exhibit C-1 – Revised can be found on GRTC's website at www.ridegrtc.com, "About Us", "Procurement".