

1. Question: Roughly how many firms will be selected per category?

Answer: We would like to have 3-5 per category.

2. Question: Is forming teams with subcontractors encouraged?

Answer: No – not necessary.

3. Question: Can a firm be proposed as a prime in certain categories and a subcontractor in other categories?

Answer: Yes.

4. Question: Does the SOQ include systems engineering, systems safety and systems assurance work?

Answer: Not at this time.

5. Question: Is there a DBE or SBE requirement?

Answer: We encourage SBE/DBE/MBE/WBE participation. Please attach a copy of your certificate if applicable.

6. Question: Can sample contract terms and conditions be provided?

Answer: Yes, call Denise Van Stratten at (626) 926.5786 and provide your email address – a sample contract will be emailed to you.

7. Question: Would there be any potential conflicts of interest between this contract and consulting support for other transportation agencies in the region?

Answer: Not as currently envisioned – the project is an MTA project contained within the adopted LRTP as a funded project. The MTA is a partner in this project.

8. Question: How many client references are requested?

Answer: Three (3).

9. Question: Is there a page limit for the 8. Project experience section?

Answer: No more than (5) five pages should be sufficient.

10. Question: Are you looking for polling, surveys and focus groups as well as part of the research services?

Answer: Yes.

11. Question: What specific categories of assignments (i.e. substantive functional areas of work) can a firm/team that is selected to be on this “bench” reasonably expect to compete to perform in the near term (i.e., within 6 months of bench selection)? I ask this question because the range of services requested is quite broad.

Answer: Most of our initial work is expected to be issued as a task order in the categories of planning, land use, and design within the next 12 – 24 months. OLDA reserves the rights to issue purchase orders or to ask for three (3) bids.

12. Question: The dates on the back of the cover page of the RFQ are slightly confusing. The deadline to submit questions is Wednesday January 7, however, January 7 is a Thursday (tomorrow). I am assuming the date is correct and the day of the week is not.

Answer: Sorry for the confusion – we accepted all questions that were submitted by email that we received up and including January 7, 2010.

13. Question: The list of dates at the bottom of that same page includes two Saturday dates (January 9 and January 30). Are these correct?

Answer: Yes.

14. Question: If we would perform some work with others in a team, should we submit the qualifications of the other firms as well as our own?

Answer: Yes.

15. Question: Do you anticipate forming teams from the pre-approved consultants for jobs which might require expertise in more than one category? For example, for Pedestrian Facilities (page 4), we perform all these tasks except Environmental Documentation. If we became an approved consultant, if such a project became available for an RFP process:

Answer: Yes, we encourage pre-approved consultants to look at teaming opportunities for the task orders.

15.a. Would we re-apply with an environmental firm of our choosing?

Answer: You can re-apply with a firm of your choosing.

15.b. Would we be limited to firms already approved through the RFQ process?

Answer: No.

15.c. Would OLDA put firms together into teams? Or other?

Answer: We may do that.

16. Question: Does the Authority prefer double or single sided pages?

Answer: Prefer double-sided – not required.

17. Question: Does the Authority have a preference on wire/comb bound documents or ring binders?

Answer: No preference.

18. Question: Is there supposed to be a Section E-1 on page 8?

Answer: E-1 and E-7 through E-10 were deleted.

19. Question: For hourly rates of key staff, would the Authority prefer them to be listed by job classification (refer to page 7) or associated with each key staff name?

Answer: Either way.

20. Question: If a firm is selected for the bench, is that firm then precluded from proposing and/or working on future Orangeline Development Authority projects, such as the corridor-level MIS, AA, or EIR/EIS excluded in Section E, Anticipated Work?

Answer: No.

21. Question: Does the Authority prefer firms to submit qualifications individually or as teams? For example, we often team with another firm to provide depth and additional manpower for specific tasks. Often we will lead in one area (such as engineering) with support from our partner, and then we will support our partner as they lead a different area (such as outreach).

Answer: Prefer individually.

22. Question: Please clarify the format for labor rates. Is there a specific cost proposal format available that you would like us to use?

Answer: Consistent with U.S. Dept. of Labor for federal procurements.

23. Question: Regarding references: a) are these for the firm or the proposed personnel?; and b: how many references would you like us to provide?

Answer: Firms with 3 - 5 references

24. Question: Regarding the one-page summaries of method/approach/experience for the various categories, should we choose from the list of nine categories in the RFQ cover letter or also consider the discipline categories contained on pages 3-6 of the RFQ as additional categories?

Answer: Use the categories listed on pages 3-6.

25. Question: I will be submitting SOQs for multiple categories. Would OLDA prefer a separate SOQ for each category instead of a combined SOQ?

Answer: Prefer one SOQ for each category.

26. Question: I will be submitting an SOQ for the environmental planning category. I cannot satisfy all of the requirements (e.g., historical property preservation). Should I compile a subconsultant team or will OLDA select all of the consultants?

Answer: You may compile a team.