



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

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Commissioner

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Request for Qualifications (RFQ) #156899 Multi-Modal Mobility Enhancement via Dynamic Incentivization Questions and Responses Release #2

1. Our firm currently has a DBE certification pending in Virginia (we are currently registered in multiple other states), is DBE certification required by the submission date of this RFQ or by the submission date of the subsequent RFP?

A. DBE certification is required prior to the submission deadline for the RFP.

2. Is it acceptable to add team members at the RFP stage?

A. Yes, however, the pre-qualification letter will pertain only to the composition of the Offeror team described in the EOI submission. "Offeror team composition" refers to the proposed organizational structure of the Offeror team that will perform the work (prime/subcontractor, joint venture, other alliances, etc.) and identification of the partner members (firms, universities, and other organizations) who will participate on the Offeror team. Changes in team composition between the EOI submission and subsequent RFP response that alter the qualifications and experience of the team may impact evaluation.

3. Page 12 of the RFQ states "Each tab should be saved as a separate computer file ..." and "Submit the EOI response as an MS Word document" while page 14 states "The EOI submission should be organized by "Tab" number in a single electronic file." Does that mean that you would like to receive each "Tab" as its own separate MS Word file that is combined in one compressed zip file?

A. Each "Tab" should be a separate document file labeled according to Table 3, but delivered as a single electronic package encompassing all of the individual "Tab" document files.

4. Does the 20 page limit exclude the SCC form? Does the 20 page limit exclude any addendum acknowledgement pages (if any are issued) and the copy of the eVA registration confirmation?

A. EOI responses to this RFQ are limited to twenty (20) pages. This limit is **exclusive** of cover letter, "Must Haves" sheet, SCC form, eVA registration confirmation, addenda acknowledgements, and resumes. Resumes should be presented in Tab 4—a maximum of four (4) resumes may be included, with individual resumes each limited to two (2) pages or less. Therefore, the table of contents, list of tables, and list of figures will be counted in the response content towards the 20-page limit.

