

## Form RFQ-C Design Build Team's Clarification Request

The following Matrix includes NHDOT's response to questions and comments regarding the Interstate 93 Exit 4A Project RFQ received by February 27, 2019 deadline for questions and request for clarifications.

| No. | Doc/Section/Page No.                           | Question/Comment  | Department Response  |
|-----|--|---|--|
| 1   | RFQ / Section 2.5 /<br>Page 15-16              | Will the Department be periodically answering questions before the 2/27/19 deadline, or accumulating them until 2/27 then issuing 1 set of answers?   | It is the intent of NHDOT to respond to questions or clarifications periodically at the Department's discretion. However, as stated in Section 2.5 Questions and Clarifications of RFQ- "NHDOT will provide responses to Design-Build Team clarification requests within a reasonable time following receipt, subject to the cut-off dates set forth in Section 2.3."        |
| 2   | Appendix A / Section 4.4 /<br>Page A-5 – A-6   | Section 4.D describes the role and responsibilities of the Quality Control Administrator (QCA). This section states: "The Quality Control Administrator will be available to the project 100% of the time for the duration of the Project." It further states: "The Quality Control Administrator must not be assigned any other duties or responsibilities on this project or any other project unless approved by NHDOT." A professional engineer of this experience level, dedicated to this specific role for the project duration, will add considerable cost to the project. Please clarify if the QCA must be assigned to and located at the project site office 100% of the time during design and construction, or if they can work from an off-site location for a portion of the time. To fulfill the QCA duties while providing the best value to NHDOT, please also provide some indication of when NHDOT would allow the QCA to be assigned other duties/responsibilities or work on other projects | The qualifications for the Quality Control Administrator will be revised. It is the intent that the QCA shall be 100% committed to the project and be promptly available to the extent needed to perform the Work for the duration of the Project. No inference is made to the location of the QCA. See Addendum # 1 forthcoming for clarifications to the QCA requirements. |
| 3   | Appendix B / Form E-1 /<br>Project Description | For the Client contact information, please confirm that it is acceptable to include an e-mail address in lieu of fax number; many firms no longer maintain fax capability.  | E-mail is acceptable in lieu of fax number. See Addendum # 1 forthcoming.  |

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| 4 | Appendix B / Form E-1 /<br>Project Description                                 | Form E-1 is limited to three pages. Please confirm if project photos can be incorporated into Form E-1 as part of the three-page limit  | Photographs may be included as part of Form E-1 and will be considered as part of the three page limit.   |
| 5 | Appendix B / Form L-2 /<br>Principal Participant and<br>Designer Certification | Form L uses a superscript "1" at several locations after the word "firm". Please clarify what this superscript is intended to refer to.   | Form L-2 will be revised to include Foot Note 1 that states: "Firm" includes any Affiliate. See Addendum # 1 forthcoming.   |
| 6 | Appendix A / Section 4 /<br>Page A- 4  | Section 4 requires resumes to be submitted for each of the key personnel. Please confirm it is acceptable to submit resumes for other, "value added" positions that are intended to be included in the org chart.   | Resumes other than Key Personnel should not be submitted. If additional resumes are submitted they will not be reviewed. D-B teams looking to include descriptions of "value added" positions can do so in Section 5- Project Understanding and Approach narrative.   |
| 7 | Appendix B / Form E-1  | The second text box on Form E-1 asks for "Project Role", "Major Participant", "Designer" and "Other". If Form E-1 is being filled out by a contractor, would the "Designer" entry be the Engineer of Record for that particular project, or should this field be "N/A"? | The second text box in Form E-1 is asking for the proposer to denote the capacity in which they were involved in the specified project. If the proposer served as a "Major Participant" and/or "Designer", as described in RFQ Section 1.1.2 Definitions, the proposer shall indicate as such on the appropriate line. If a proposer did not serve in either of those capacities, they are to fill in "Other", in which case a description is needed. See Appendix A, "Requirements and Information" under Section 2. |
| 8 | Appendix B / Form E-1  | Does the "Years of Experience" box on Form E-1 refer to the total years of experience for a contractor or design firm?  | Years of Experience refers to the firms' total years for the specific project. The Proposer is to highlight their experience for each Major Participant. (See Page A-2 of the RFQ) for the project that they are identifying as a reference. They will need to fill one out for each project. The Proposer shall provide no more than four project descriptions for each Major Participant.   |

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| 9  | Appendix B / Form E-1                                      | In the bottom text box of Form E-1, if form is being completed by a design firm, would “Contract Value (US\$)” be final project construction value or design fee value?  | The “Contract Value (US\$)” is the total project cost including the design fee.   |
| 10 | Appendix A / Page A-2;<br>Appendix B / Form E-1            | Page A-2 includes the following header: “Each project description must include the following information as appropriate:...” The (7) bullets that follow include requests for various information, such as quantity and value of contract modifications, and cost and schedule growth or reduction. There are specific text box entries for some of the information but not all. Can we assume that any requested information for which there is no text box should be addressed within the project narrative? | Appendix A describes the specific information that must be included in the SOQ. Appendix A is not considered a form.<br><br>Appendix B includes forms that are to be used in response to this RFQ. Section 3.1 states “Required forms for the SOQ are contained in Appendix B. Any material modification to the forms may result in the SOQ being declared non-responsive.” All forms contain space to provide responses. |
| 11 | Appendix A / Section 9 / Page A-10 and Appendix B / Form S | Page A-10, Section 9 states: “Objective: To identify those Design- Build Teams that can demonstrate the ability to develop and implement an effective safety program.” Is completion of Form S by each Major Participant the only requirement to demonstrate this ability per the RFQ, or does NHDOT anticipate additional narrative on implementation of safety programs by the design-builder?   | Section 9 of Appendix A describes the “Submittal Requirements” and “Minimum Requirements” for the Safety Program. The Proposer may include additional information in the narrative as long as it complies with the requirements of the RFQ.   |