Road Diet Study: West Hartford

Request for Qualifications

ADDENDUM #2

January 16, 2015

The following summarizes questions received related to the Request for Qualifications for the Road Diet Study: West Hartford along with CRCOG’s responses.

The RFQ states that the statement of qualifications must include a “Federal GSA form 330-Part II for each firm.” Is the requirement fulfilled by the SF 330 Part II alone, or with the entire SF 330 form including Part I?

Can you clarify that you only need Part II of the SF 330 form, and do NOT need Part I?

A response for Part II only of form SF330 is required, NOT Part I.

Will this contract require audited rates?

Do rates need to be based on raw direct pay rate times overhead?

Can profit be applied to rate inclusive of overhead?

It is anticipated that the contract fee will be determined based on negotiated man hours and rates determined for various job titles based on provided “certified payroll,” audited “overhead” (BF&O rates), and a predetermined profit margin based on BF&O rate utilizing CTDOT’s standard formula.

What are the specific requirements regarding good faith efforts?

Is there a specific DBE, WBE, SBE goal for this project?

There is no requirement associated with the “good faith effort” to consider MBE/DBE/SBE/WBE when assembling a team, however it is encouraged by CRCOG.

Regarding Task 2.2 - please describe existing GIS files available for this project

GIS files are generally available for local and state roads, right of way, zoning, land use and parcel data. Any other necessary layers may also be available upon request of the town or CRCOG.

Regarding Task 4.3.c - please expand on the method required for identifying traffic impacts

This task will require applying general planning and traffic engineering principles, case studies and existing, available ADT and count data as well as possible consultation with the CRCOG regional model.
Can you provide an estimate of the potential budget for this work?
What is the overall budget for this study?

The Road Diet Study will be funded with State monies that were secured by West Hartford’s State Senator. CRCOG reserves the right to request federal monies in the event a pilot project or extension of work is needed. Knowing this, CRCOG is following a Qualifications Based Selection Process. The budget will be directly linked to the final scope of work and CRCOG may decide to assume some tasks to get the best product. The project budget will be developed based on negotiated fees and man hours, no tangible financials can be disclosed at this time.

Does CRCOG anticipate oral and written Spanish translation services will be needed?

CRCOG follows Federal LEP Guidelines when working with its communities on projects including public involvement. It is possible that translation services will be needed in public outreach efforts as requested.