

Transportation Planning Professional Services RFQ/P

Updated 2/25/21

Questions and Responses

1. How many years has SGRC had a consultant (if any) helping administer the program? (please name the consultant(s))?
 - a. None, this is the first time the SGRC is using a consultant to provide these types of services.
2. What contract dollar value is typical per year for this type work? While the UPWP has overall dollar amounts, that does not give indication of contract value for proposers?
 - a. The combined overall value in dollars of the FY21 UPWP and Bicycle/Pedestrian Safety Scope is \$280,940 (through 12/31/20 \$111,428 has been expended). The SGRC continues to employ staff that will utilize some of these funds for the current fiscal year. Annual overall value is not expected to change much in future years.
3. How [are we] supposed to send our cost proposal since it would appear to be an open-ended scope. Do you just need billable rates by personnel assigned to the project?
 - a. Yes, you should focus on the billable rates by individuals assigned to the project.
4. List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.
 - a. The full RFQ/P is available on our website at www.sgrc.us that includes the Scope of Work.
5. Soft Copy of the Tender Document through email.
 - a. The only location for the RFQ/P is to access it on our website at www.sgrc.us.
6. Names of countries that will be eligible to participate in this tender.
 - a. Vendors from all countries are eligible to participate in this procurement opportunity, but must meet all service requirements contained in the Scope of Work.
7. Information about the Tendering Procedure and Guidelines
 - a. This information is contained in full RFQ/P is available on our website at www.sgrc.us.
8. Estimated Budget for this Purchase
 - a. This information is contained in full RFQ/P is available on our website at www.sgrc.us. Additionally, see Question 2.
9. Any Extension of Bidding Deadline?
 - a. There is no extension planned for this procurement opportunity.
10. Any Addendum or Pre Bid meeting Minutes?
 - a. Vendors have asked some questions, those questions and responses have been posted to the website at www.sgrc.us. There is no pre-bid meeting.
11. Do you anticipate extending the bid due date?
 - a. See Question 9.
12. What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?
 - a. The RFQ/P contains all of the information concerning how we will identify the winning bid.
13. Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com/free?
 - a. No.

14. Other than your own website, where was this bid posted?
 - a. Georgia Procurement Registry
 - b. Planning.org
 - c. Ampo.org
 - d. Georgia Local Government Marketplace
15. Due to the coronavirus pandemic, direction from the government, and our mandatory work-at-home directive, we respectfully request that SGRC consider responses to proposal be accepted electronically as a PDF. We welcome the opportunity to submit, but generating hard copy prints and non-access to our office environment has created a challenge that we wish to overcome with your support. Please let us know if you would be willing to accept an electronic version only, instead of the 5 hard-copies, as outlined in the RFQ.
 - a. The SGRC is willing to allow companies to optionally submit 1 hard copy and 1 digital copy of your proposal. Exercising this option will not impact scoring of a firm's proposal.
16. Is there a possibility for other work orders being added to this contract in the future or would those fall under a future RFP, should the need arise?
 - a. As noted in the RFQ/P, there are opportunities for future work orders without the need for a future RFP, for up to three years.
17. How solid is the funding for the items you've listed in the RFP?
 - a. The Southern Georgia Regional Commission is the designated recipient of both metropolitan planning funds for the Valdosta-Lowndes MPO and GDOT support for bicycle and pedestrian planning for nearly 20 years. We anticipate the current level of funding to remain the same in the future.
18. Would the selected firm be precluded/present a conflict of interest on future opportunities and projects with municipalities that serve under the SGRC when submitting on the *Professional Consulting Services: Transportation Planning and Administration and Technical Assistance*?
 - a. We do not believe that the selected firm would be precluded from future opportunities with either the SGRC or VLMPO at this time.
19. Given recommendations to minimize human contact and delivery delays due to COVID-19, would the County consider accepting electronic submissions instead of physical copies to reduce risk to the team required to print the proposal, delivery professionals, and the City staff?
 - a. Please see Question 15.
20. On page 6, providing at least 3 references on similar projects is mentioned both in the experience and ability and the past performance sections. Does the County want at least 3 references total, or does the County want 3 separate references in each section? If 3 total for the entire proposal, can we include our references in only one of the sections instead of both?
 - a. Only 3 references total are required, however reference to additional projects in support of your proposal is encouraged, but not required.
21. Please confirm that the only Exhibit Documents (found starting on page 13) the County wants signed and included with the proposal are Exhibits A, B, C & D (with Exhibit G included but in a separate, sealed envelope).
 - a. Yes, signed copies of Exhibits A, B, C, & D should be included with the proposal. Exhibit G should be included in a separate, sealed envelope.
22. Is it required to include the subcontractor affidavit found on page 26 in the proposal?
 - a. No, this will be included as a part of a signed contract. It is not necessary to include it in the proposal.