

Questions & Answers related to RFP HR17-101

5/4/17

Q1: Section A, page 5 states that the design for the two roundabouts shall only be taken to final (100%) design, and shall NOT include bid documents and specifications at this point. However, Section B on page 8 calls for final design and bid level specifications for the eastern roundabout. Please clarify.

A1: To clarify, the western roundabout requires 100% design, but no bid documents and specifications at this point. The eastern roundabout (intersection of Rt. 9 and Rt. 690) requires 100% design and bid documents and specifications for construction.

Q2: Section A, page 5 states that the bid documents are to be prepared using the American Architectural Institute standard forms, or equivalent. The Virginia DOT forms are more applicable to roadway projects – would they be considered an equivalent?

A2: Yes, the Virginia Department of Transportation forms are considered an equivalent and will be accepted.

Q3: Please confirm that the project scope includes roadway reconstruction (and the referenced traffic-calming, streetscape, and utilities design and installation) on Route 9 between the eastern and western roundabouts.

A3: Yes, roadway reconstruction for the downtown section is included in the scope, along with the other items stated in the RFP, to include the multi-modal use path from the OSS to Mountain Rd.

Q4: Is VDOT or Loudoun County reviewing the Design Plans?

A4: The Town of Hillsboro is the final reviewer and has approval authority, however VDOT will be consulted for their review as well as Loudoun County. To ensure timely review, the Town will work to have concurrent reviews by all governing bodies. Plans need to comply with applicable town, county and state regulations pursuant to issuance or granting of a Land Use Permit for construction.

Q5: Will the Town require a project specific specifications booklet or will the Town be using the VDOT specifications with special provisions for items not covered in the VDOT specifications?

A5: The work, in VDOT ROW, must follow VDOT specifications with special provisions for items not covered in VDOT specs. Follow VDOT project specifications booklet but account for the fact that the Town will be requiring alternate materials with special provisions to ensure historic integrity of the look and feel of the streetscape.

Q6: The RFP states that construction is to be completed by June 17, 2020; does this date include construction of the two roundabouts?

A6: It is the Town's goal to have the downtown portion of project construction completed by June 17, 2020, this does not include the construction of either roundabout. Construction of the multi-modal use path is included. Moreover, note and account for

the fact that all utility accommodations must be placed in ultimate locations so as to afford future roundabout construction without utility interruption.

Q7: Will electronic files be made available?

A7: Yes electronic files are posted on the Town website and the eVA site.

Q8. What NEPA process has been completed?

A8: NEPA reviews and approvals received in 2012 along with the Categorical Exclusion (CE) for project impacts between and including western and eastern roundabouts. A portion of the future multi-modal path from Town Hall to Mountain Road may require additional NEPA coordination.

Q9: What is the Town's budget for the project, and what has been funded?

A9: The budget estimate is \$7.4M, this does not include the construction of either roundabout and does not include cost incurred to date from the FHWA grant. The budget includes right-of-way acquisition and right-of-way acquisition services for the portions of the project between the roundabouts and the multi-modal use path, which may be subject of a separate agreement. The Town has secured sufficient funding for the project.

Q10: Will the successful offeror be required to prepare bid documents and specifications under this contract? The table below lists several instances copied from RFP HR17-101 where bid document preparation/specifications will be required and one (1) instance in which it states the same are not to be included.

Page 4, Para. 1, 18th Line: The Offeror will be expected to prepare bid documents for construction of the Project and to assist the Town in evaluating and awarding the bid(s).

Page 5, 3rd Bullet: Preparing final design plans of two single-lane roundabouts, located at the east (Rt. 9/690) and west (Rt. 9/719) intersections, including grading, horizontal and vertical alignment, drainage for interim and ultimate design of roundabouts; roundabout design drawings to be prepared to 100% level but NOT include bid documents and/or specifications with this proposal. Bid documents and specifications may be added to contract at the Town's discretion during the course of contract execution;

Page 5, 5th Bullet: Preparing bid documents for construction of the Project, to include final construction documents, bid specifications and engineering estimates, using the American Architectural Institute standard forms or equivalent, modified as required to conform to Virginia law;

Page 7, Section 2, Para. 2, 2nd Bullet: Bid preparation, to include all bid specifications, advertisement of bids, evaluation of bidders, and recommendation of the construction contractor;

Page 8, Para. 1, 5th Line: ...preparation of construction bid documents, ...

Page 8, Section B, Para. 1,

2nd Bullet: Final design and bid documents for Downtown roadway segment and multi-modal path and sidewalks;

Page 9,

2nd Full Bullet: Preparation of bid documents and assistance to the Town as needed in advertising for construction bids and analysis of bids;"

A10: As specified, the Offeror will be required to prepare bid documents and specifications for the construction of the project (the entire project scope minus the western roundabout is included) prepared to VDOT specifications with special provisions for items not covered in VDOT specs. Advertisement and award of bids for the eastern roundabout, and associated project management services are not included in the project and will require revised or modified contract documents if they are to be added to the project. Inclusion of right-of-way acquisition services may be awarded as an addition to the services procured by this RFP or may be procured by separate RFP and agreement.

Q11: Is it the intent to integrate the sidewalk and shared use path concept shown on the display in the back of the Town Hall with the VDOT design?

A11: Yes, the multi-modal use path from Mountain Road to the Town Hall is part of the scope.

Q12: Are ROW services to be included with our proposals?

A12: Yes, firms may and should include ROW services, however this is not mandatory nor will a firm be disqualified or down-scored if they do not offer these services. The Town may elect to issue a separate RFP for ROW services.

Q13: How will an offeror send proposals via email if you want original signatures?

A13: Offerors can send their proposal via email, make a PDF of an original signature and note that it is original. The Town will accept this. Offerors must acknowledge their responsibility for delivery of electronic offers that meet the requirements of the Uniform Electronic Transactions Act, Virginia Code section 59.1-479 et. seq., including the security and retrievability of the offer documents.