

**Environmental Specialist to Act on Behalf of MDOT as the Environmental Owners
Representative Consultant (EORC)**

Requisition #1785

QA 3

July 10, 2015

Question #1: The RFP states that the first page of the proposal must be the Request for Proposal Cover Sheet, Form 5100D. To clarify, a self-generated cover is not allowed? If allowed, will it be included in the 14-page limit?

Answer #1: A self-generated cover is allowed, however, it will be counted towards the 14-page limit.

Question #2: May we submit a cover letter and table of contents? If so, will they be included in the 14-page limit?

Answer #2: You may submit a cover letter and table of contents, however, they will be counted towards the 14 page limit.

Question #3: Regarding percentage of staff based in Michigan, does this need to be indicated only on the organizational chart, or in some other metric?

Answer #3: The percentage of staff based in Michigan should be clearly spelled out in the proposal, and not left to the interpretation of MDOT.

Question #4: How will the percentage of Michigan staff utilization be verified, particularly given that there is no detailed Scope of Services provided.

Answer #4: It is verified at proposal review.

Question #5: Regarding the 5% DBE utilization, how does MDOT determine if this goal has been met (percentage of hours spent, percentage of dollars spent)?

Answer #5: Compliance with the DBE goal is determined at time of contract award, as well as by reviewing costs paid at the end of the contract. Both need to meet or exceed 5%.

Question #6: We request some clarification on the response to Question #1 on QA 2 (June 29, 2015). The answer states that the "EORC will hold the contracts with the sub consultants on their team identified in the RFP submittal". However, **after** the selection of the EORC, will the EORC hold the contracts with sub-consultants (that is, those companies actually performing the Phase I's, Investigations, others, etc.), or will those companies contract directly with MDOT?

Answer #6: The EORC will hold the contracts with subconsultants.

Question #7: In the past, MDOT has specified race-neutral and race-conscious recommendations. Are there any recommendations for this contract/project?

Answer #7: There is a 5% DBE goal on this contract. A contract goal is always Race-Conscious participation.

Question #8: Are the terms and conditions of the contract between MDOT and the EORC available for review?

Answer #8: The specific contract has not been developed yet, however, the general terms and conditions will be similar to MDOT's Indefinite Delivery of Services (IDS) contract.