



TOWN OF CULPEPER

Zoning & Planning

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January 26, 2022

ADDENDA NO. 1 TO ALL OFFERORS:

Reference – RFP: EN20-204-182

Title: UPC 118089

Subject: Sperryville Pike Sidewalk Extension

The following changes, and addition constitutes Addendum No. 1.

1. Page 3, Scope: **should read** Professional engineering services to include engineering, surveying, permitting, **construction inspection and management** necessary to design and construct sidewalks on existing roads for public safety.
2. Page 9 and 12: EOI due date is February 14, 2022. Pages 9 and 12 have been corrected.
3. Page 6, #11: The estimated project schedule is:
 - Phase I: Planning and Design 05/21/22 – 02/28/23
 - Phase II: Construction 04/01/23 – 9/03/2024
4. Page 6, #12: For qualifications please refer to page 16 **Consultant Short List Score Sheet**
5. Page 8, #1: The only anticipated services that will not be required of the consultant's planning and design of the project is 'Bridge and Structure Plans' and 'Scour Analysis'.

Questions

1. Page 2 reflects an EOI submittal deadline of February 14, 2022 while pages 9 and 12 reflect an EOI submittal deadline of January 26, 2022. Which is correct?
A: Please see #2 above.
2. Expression of Interest response item 11, page 6 states "In 2 page(s) or less, provide information that will indicate your firm's ability to meet the time schedule for this project. The schedule is as follows:" - there is no schedule. Please clarify.
A: Please see #3 above.

3. Expression of Interest response item 12, page 6 states “In 2 page(s) or less, please emphasize your qualifications in the following areas:” – there are no specific areas listed. Please clarify.
A: Please see #4 above

4. Under EOI Item 11, page 6, there is no schedule that follows. Do you have a particular date in mind that you would like to have these projects completed, or do you just want us to come up with what we think the schedule would look like?
A: Please see #3 above.

5. Under Administrative Item 1, page 8, will all of the services be required?
A: Please see #5 above.

6. Also, if street lighting is needed could this be coordinated with the local utility company to provide the lighting needs?
A: Street lighting needs cannot be coordinated with the local utility company

7. Under Administrative Item 7, page 9, how do we enroll for the Town’s electronic system? Also, there is a different date (1/21/22) that the hard copy is due from the submittal date of February 16, 2022 on Page 2
The town does not currently utilize an electronic system for procurements. All solicitations are posted on the town website at www.culpeperva.gov and on eVA.
A: Please see #2 above.

8. Page #6, Item#12 “In 2 page(s) or less, please emphasize your qualifications in the following areas:” Please clarify the areas in which you would like to see our qualifications detailed.
A: Please see #4 above.

9. Page #8: Could you clarify which services will NOT be required on this project. Are all the services required?

1. The following services marked with an X will **NOT** be required:

Surveying____	Specifications ____
Bridge and Structure Plans____	Materials Analysis ____
Permit Drawings____	Environmental ____
Hydraulic and Hydrologic Analysis____	Road Plans ____
Traffic Data____	Traffic Analysis ____
Signs and Signals Plans____	Lighting Plans ____
Scour Analysis____	Geotechnical Borings and Analysis ____
Utility Plans____	Landscape Plans ____

A: Please see #5 above.

10. As per procurement schedule on page #2, the EOI is due on February 14th. Page #9 says responses are due on 01/26. Please clarify.

A: Please see #2 above.

11. Page #3 states "VDOT's roadway design system is GEOPAK Civil Design Software and the drafting system is MicroStation." VDOT has mandated use of Microstation OpenRoads Designer (ORD) on all projects and stopped using Geopak. Is it fair to assume that the work will be completed using latest software recommended by VDOT?

A: Geopak is acceptable as this is a LAP project.

12. Regarding RFP_EN20-204-181 & RFP_EN20-204-182, is there a reason these projects are being put out as standalone RFPs (vs) using the Town's On-call Engineering Services Contract?

A: To comply with provisions of the Brooks Act.

13. In 2 page(s) or less, provide information that will indicate your firm's ability to meet the time schedule for this project. The schedule is as follows:

A: Please see #3 above

14. In 2 page(s) or less, please emphasize your qualifications in the following areas:

A: Please see #4 above

This addenda responds to all questions as of 1/26/22. Please acknowledge receipt of this Addendum No. 1. Dated January 26, 2022, in your Proposal or acknowledge if your Offer package has already been mailed. **Failure to acknowledge this addendum may result in your Proposal being declared non-responsive.** All other general terms, conditions and specifications shall remain the same.



Lisa Wortman, Procurement Officer