March 24, 2020

RE: IQ003 Indefinite Delivery / Indefinite Quantity Primary Contracts – Contractor On-Ramp for Additional Scopes of Work

ADDENDUM # 5

Subject: IQ003 RFP Pre-Bid Meeting Questions/Answers and Presentation

Ladies and Gentlemen:

The IDIQ 003 Pre-Bid Meeting was held online on Tuesday, March 24, 2020. Below are the questions and answers that were associated with this meeting. In addition, a copy of the presentation is attached to the end of this communication.

1. **Could someone provide the contact information of all PTCA contacts here?**

   Please see the link below, by clicking on the PTAC procurement counselor's name, it will automatically open an email to that specific PTAC procurement counselor.
   https://accd.vermont.gov/economic-development/programs/ptac/meet-the-team

2. **If a bidder does not bid on a task order, should they e-mail why they did not reply?**

   At this time, that is not required or necessary.

3. **Can documents be recreated with just forms to fill out?**

   The RFP will not be bifurcated; all necessary forms are included in the RFP to submit a proposal for consideration.

4. **Do contractors need to have SalesForce to make their original bid?**

   Yes, SalesForce is the only accepted platform to submit a bid with this contract. Salesforce is an online web portal; a software download is not required. The Agency of Transportation will provide login and training information for SalesForce after contract award.

5. **Is there a maximum Page requirement like IDIQ?**

   Please refer to the RFP.

6. **Do you have an estimated time of award?**

   It is our anticipation that contract award will be made within 30 days of the proposal closing date.

7. **How does a new contractor get on-ramped into the IDIQ for existing scopes??**

   The only scopes that are available for on-ramp at this time are those outlined in the current RFP IQ003. There is currently no projected date when the existing scopes will be reopened. Please continue to check our website for such opportunities.

8. **Regarding the railroad work, will the contractors be required to comply with 49 CFR Part 214 of 219 for the Drug & Alcohol testing?**

   Yes.

This Addendum #5 has been integrated into the IQ003 RFP proposal package.

Sincerely,

Janet Overstreet
Contract Specialist V
AOT Contract Administration

Welcome

Agenda:

- Introduction of VTrans staff
  - Highway IDIQ: Stacy Andre, Elizah French
  - Rail & Aviation IDIQ: Danielle Tucker, Janet Overstreet
- Slide Presentation
- Question & Answer session

IQ003- Indefinite Delivery / Indefinite Quantity Primary Contracts –

Contractor On-Ramp for Additional Scopes of Work

What is an IDIQ Contract?

- IDIQ is an acronym for Indefinite Delivery / Indefinite Quantity. This type of contract provides for an indefinite amount of services to be performed over a set period of time.

- Contract term for IDIQ Contracts is 3+1+1 (total of 5 possible years).

- New awards will <u>co-term</u> with the current round of contracts, having the same end date as the initial rounds. Current contracts end their initial term on 1/31/2021 with the option for 2 additional years extension.

- Multiple Primary contracts are awarded, and Solicitations sent out for individual jobs that arise.

IDIQ
stands for

**Indefinite Delivery
Indefinite Quantity**

VTrans IDIQ Contracts

**Indefinite Delivery/Indefinite Quantity Contracts
for Maintenance and Repair Services**

- Multiple <u>Primary</u> Contracts will be awarded in each scope of work.
- Contractors may select one or multiple regions in which to work.
- Scopes of Work are being solicited for both Highway and Rail & Aviation Bureaus
- Streamlined task order solicitation process will assign specific tasks/jobs under the Primary Contract.
- Uses Salesforce web portal for online solicitation and bidding

Why IDIQ?

- Many Federal agencies have approved IDIQ contracting for federally funded projects.

- Transparency in bidding and task order award.

- Primary Contract holders will be more likely to receive work if they are competitive at bidding on Tasks.

- Allows for faster bid and award process.

IDIQ - Highway

NEW IDIQ Primary Contract Scopes of Work

- Landscaping
- Pavement Markings
- Traffic Signs

IDIQ Existing Scopes of Work

Existing Highway IDIQ Scopes of Work are **not included** in this solicitation.

- Bridge Repair
- Large Culvert Repair
- Paving
- Surface Treatments
- Roadway Repair, Slopes & Small Culvert
- Right of Way Clearing (Highway)

IDIQ – Rail & Aviation

IDIQ Primary Contract Scopes of Work

- Track work
- Bridges (Rail)
- Right of Way (Debris) Clearing
- Crossing & Paving
- Fencing
- Culvert, Slope Slides/Landslides, and Washout/Ditching

NEW!

IDIQ

ON RAMP:

- At any time VTrans can issue an RFP to <u>expand</u> the pool of Contractors with Primary Contracts in either new or existing scopes of work.

- This RFP is an On-Ramp for NEW scopes of work.

- Current scopes of work are NOT being solicited.

OFF RAMP:

- Contractors will be evaluated after completion of each Task Order.

- Poor performance or <u>*chronic*</u> lack of availability can lead to contract termination.

IDIQ & Emergency Events

- IDIQ contractors are our <u>first choice</u> for seeking contractors to perform emergency repairs.

- Tasks may be assigned to **<u>any</u>** Primary Contract holder with *or* without competition.

- Tasks may be assigned to those IDIQ contractors that are qualified, even if it is not in their scopes of work (Cross-Ramp)

- Tasks may be assigned to **any** Vendor with *or* without competition outside of the IDIQ Primary Contracts.

Salesforce

- Online web portal - need Google Chrome

- Provides a contractor dashboard to see all Solicitations in your scopes and regions

- In-system Question & Answer portal

- Online bid submissions

- Documents necessary for bids are attached in-system to each Solicitation and available for download and/or printing.

IDIQ- Contractor Proposals

Proposal Process for a Primary Contract

- Submit individual proposals for **each** of the scopes of work you wish to apply for.

- Select which regions you can and will be able to perform work.

- You should be able to perform the <u>complete scope of work</u> for which you are requesting.

- Those having scopes of work in Highway will **NOT** automatically be included in equivalent scopes in Rail & Aviation. <u>You must actively submit for all new scopes.</u>

Proposal Assistance

Procurement Technical Assistance Center (PTAC)

- PTAC specializes in helping small businesses navigate the documentation associated with State and Federal procurement.

- The PTAC website is: http://accd.vermont.gov/economic-development/programs/ptac

- Please contact PTAC for proposal assistance.

Important Information

- Question Period Closes on Friday, April 3rd at 2:00 P.M. No questions will be taken after this time.

- Bids are due on April 14th at 2:00 P.M.

- Due to the current health climate, bids will need to be submitted **<u>ELECTRONICALLY</u>** rather than physical packets.

- Instructions for the FTP bid submission will be issued via addendum on our website.

IDIQ Task Bid Process

- VTrans sends out a Solicitation via Salesforce for each project to **<u>all</u>** Contractors in the scope of work and region for that task.

- Contractors fill out bid responses online & submit in Salesforce.

- For federally funded projects, VTrans selects the low price, responsive and responsible bidder and awards by a Task Order.

- For Rail & Aviation Bureau (RAB) 100% State-Funded Task Orders, VTrans has the option to award based on 'Best Interest to the State', which takes into account factors such as availability, ability to mobilize quickly, and qualifications-based factors.

- Individual RAB Task Orders will detail the process for selection for these State funded task orders.

Last, but not least…

THANK YOU!

To our contracting partners for your participation and patience during these challenging times.

Let's keep the communication open as we work together to expand our IDIQ opportunities!