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October 24, 2022

Addendum # 5

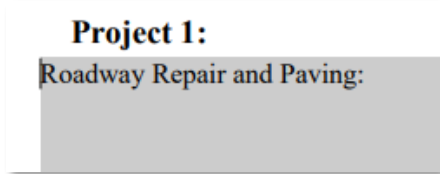
RE: IQ005 Request for Proposals (RFP) IDIQ Primary Contracts, Q&A

- 1. Question: Attachment I-6 is 5 pages long and states: SUBMIT SEPARATELY FOR EACH WORK TYPE FOR WHICH YOU SEEK A PRIMARY CONTRACT. Just this one document could easily add up to 30 or more pages towards the total count.

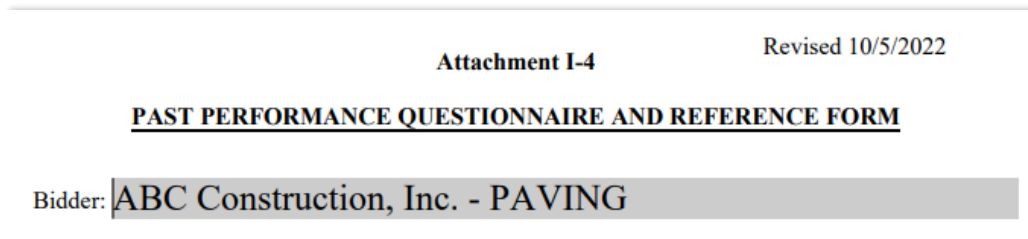
Answer: Please see Addendum # 3.

- 2. Question: How should we handle Attachments I-4 & I-5 in identifying the scope of work? Should we add a subtitle within the body of attachment I-4 Projects 1-3 and again within part "a" of attachment I-5? If a past performance project touches on multiple scopes, will it need to be listed multiple times within each "subtitle scope" or will one reference be sufficient?

Answer: Please complete I-4 for each Scope of Work, if referenced projects include multiple Scopes of Work, please note this in the beginning of each Project description. For example:



If bidders are referencing each Scope of Work for individual projects, you may make a note in the project description (as pictured above), or you may also reference the Scope of Work in the Bidder's company name field at the top of Attachment I-4. For example:



Attachment I-5, you may reference the Scope in Column C: Narrative describing nature of Contractor's work on project. Please NOTE: Attachment I-5 will only need to be completed once and NOT for each Scope of Work.

- 3. Question: How will invitations be distributed to contract holders?
Answer: Individual Task Orders will be setup through the Salesforce system and will generate automated notifications to all contractors within the Scope of Work and Region for which the work will take place in.

4. Question: Will Workers Compensation be required for Sole Proprietorships?
Answer: *Contract Administration will perform a compliance check for all bidders verifying current Workers Compensation Insurance, if the bidder is found not to have an active policy, Contract Admin will reach out to each individual to obtain more information and ensure the bidder is in compliance with the laws of the State of Vermont, [21 V.S.A. Chapter 9](#).*
5. Question: Will Bonding be required for Right of Way Clearing? It was not required the last time the IDIQ RFP was posted.
Answer: *All Bonding requirements for Right-of-Way projects will be specified on the Task Order level and fully dependent on the funding source.*
6. Question: VTrans latest Standard Specifications for Construction, General and Special Specifications links on pages 2, 6, and 7 of the RFP are not working.
Answer: *This has been fixed in the RFP and has been addressed in Addendum # 3.*
7. Question: In the IDIQ posting it states that: The Contractor and subcontractors must be actively registered on the System for Award Management (SAM), [SAM.Gov](#), a SAM registration is required for any entity to bid on and get paid for federal contracts or to receive federal funds.
 - a. Does this mean that our SAM registration must be active before we submit our proposal to this RFP?
 - b. In an effort to ensure we have informed all appropriate providers will the following service providers be considered “subcontractors” requiring active enrollment in SAM.Gov? Traffic support/flaggers, railroad flaggers, uniformed traffic officers, civil/design engineers, ultrasonic testing providers and material trucking outfits ie. Dump trucks for hire?**Answer: *Part a. Contract Administration will perform a compliance check on all bidders after the Bid due date of November 3, 2022. If active registration cannot be obtained in our search, Contract Administration will reach out to each bidder for confirmation of the SAM.Gov registration. Active registration with SAM.Gov is required prior to the Award of the Primary IDIQ Contract.***
Part b. *Yes.*
8. Question: Is there a specific way to label our submittal?
Answer: *Please use the naming convention in the e-mail subject line: “IQ005_Proposal_Company Name”*
9. Question: At Task Order posting, will they list if lump sum or hourly work?
Answer: *This will dependent on the Pay Items and the Unit of Measure.*
10. Question: If there is an emergency during foliage in Manchester and there is a need to stay overnight, do we include hotel, food, etc. in lump sum?
Answer: *The contractor is responsible for providing an estimate in emergency events that would appropriately and responsibly capture the associated costs to complete the project.*
11. Question: How does VTrans plan to account for inflation?
Answer: *The associated Maximum Limiting Amounts (MLA) per each Scope of Work have been reviewed and, in some cases, increased.*
12. Question: Do we need a receipt for Asphalt?
Answer: *Please refer to the Standard Specifications for Construction as well as Attachment C, item # 13 – Records Available for Audit.*
13. Question: Who specifically are we emailing the proposal to?

Answer: The proposals are to be sent via email to: AOT.IDIQ@Vermont.Gov, the recipients of this email inbox are monitored by a team of individuals within Contract Administration.

14. Question: Is SAM.Gov active registration due at the time of the IDIQ Primary Contract Award in January or at the time of the RFP due date or a Task Order down the road?
Answer: Please see the answer to question # 7. Registration with SAM.Gov will be required prior to the execution of the IDIQ Primary Contracts.
15. Question: What if there are more questions after the Q&A Closing period because of the Q&A Addendum that is posted?
Answer: Questions received after the deadline will be addressed on a case-by-case basis and will either be posted via an Addendum, or a response will be generated to the individual that the Q&A period has been closed.
16. Question: Will the slide show be made available to the bidding contractors?
Answer: The slideshow has been sent out to the attendees of the Pre-Bid informational meeting and will be posted with this Q&A Addendum # 5.
17. Question: If we just want to add an additional Scope to our current IDIQ Contract, what needs to be turned in?
Answer: The RFP currently posted is a FULL RFP for any and all IDIQ Scopes of Work, all current IDIQ Contracts will expire on January 31, 2023. If you wish to continue to have an IDIQ Contract, contractors will need to provide a proposal in response to the IQ005 IDIQ RFP no later than Thursday, November 3, 2022, by 2:00 P.M.
18. Question: Do you have a blank file with just the forms themselves that need to be returned?
Answer: No, please use the print option to print only the forms you wish to complete and send back. Please reference the RFP for detailed information of what is required. You may also reach out to PTAC for further assistance.
19. Question: Can a company use the same Salesforce information from a prior IDIQ contract?
Answer: Yes, if you have an active IDIQ Contract and utilize Salesforce, all credentials will remain the same and Contract Administration will be sure to update the Primary Contract information as soon as the contract has been fully executed.
20. Question: Which (if any) of the attachments DO need to be duplicated for each Scope of Work if you are proposing multiple scopes?
Answer: Please see the posted Addendums and answers to Questions 1 & 2 for clarification.
21. Question: Can we use electronic signatures when filling this out?
Answer: Yes, electronic signatures are acceptable.
22. Question: Can we provide a different form in lieu of Attachment I-2? For example, our company currently has all personnel listed in a spreadsheet that outlines all items that are required in the Attachment I-2.
Answer: Yes, if your organization has a clear display on an in-house template outlining Key personnel include their name, title, years of experience (with and without your firm), education and qualifications, this will be accepted.
23. Question: If we are requesting qualification in two (2) different work types, should we submit two separate bids or can we submit one bid package? If one (1) bid package is acceptable, do we submit two

attachment I-4's and I-5's, one for each work type or do we combine the references on the same reference sheet?

Answer: Please submit just one bid package. Please reference answer to Question # 2.

24. Question: Do we need to attach an I-4 for each Scope of Work or can we combine? Can we do an I-4 that covers A-H3, A-H4 and A-H5 (Large Culvert, Roadway Repair, Slopes and Small Culverts & Roadway Ancillary) and then describe the project?

Answer: So long as each Scope is covered in a minimum of three (3) projects listed, you may combine. Please see answer to question # 2.

25. Question: Attachment N will not let me fill in our entire company name, the font stays the same and only half of our name shows on the form. Attachment P will not let me fill in multiple lines, it only allows me to write one line and the font gets smaller and smaller.

Answer: Apologies for the inconvenience, we are unable to change the field for the company name in Attachment N (Contractors EEO Certification Form), please enter your full company name the best that you can. Contract Admin will reach out with any questions if needed. We have updated Attachment P within the RFP and have noted in Addendum # 4.

26. Question: The Contractor Work History, Attachment I-6, will far exceed the page limit if we need to complete this for every Scope of Work.

Answer: This form has been updated and reflected in Addendum # 3. The individual Scope requirement has been removed and we now ask bidders to complete I-6 just once.

27. Question: We are actively registered with SAM.Gov, however when registering there was an option to have our entity NOT show up when a search is performed, how do I show proof that we have an active registration?

Answer: We will work with each bidder individually to ensure that we have received all the verification needed to move forward so long as the bidder is deemed an official Active Registrant prior to the Award of the contract.

28. Question: Attachment I-5 will not let me format so that I can change the font size, I cannot fit in a million-dollar project without it taking two lines and it does not look right.

Answer: You may shorten your dollar amount, for example: \$1.2M.

29. Question: I have downloaded the RFP, filled out some of the forms and when I try to print them it will only print the form, none of the information entered will print.

Answer: Please see Addendum # 1 as well as 2, 3, & 4. Formatting corrections have been made to all forms.

By submitting your bid, you are acknowledging and certifying that you have taken into account any and all Addendums and understand that the Addendum requirements must be included in your bid proposal package.

Sincerely,

DocuSigned by:

Stacy Andre

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Stacy Andre

Administrative Services Director II

Contract Administration

