



**OHIO TURNPIKE AND
INFRASTRUCTURE COMMISSION**

682 Prospect Street
Berea, Ohio 44017

**2017-2018 BIENNIAL REQUEST FOR QUALIFICATIONS
TO PERFORM ENGINEERING, ARCHITECTURAL AND SYSTEM DESIGN SERVICES,
SURVEYING, ENVIRONMENTAL SERVICES AND
CONSTRUCTION SUPPORT SERVICES**

ISSUE DATE:
November 22, 2016

INQUIRY END DATE:
5:00 p.m., (Eastern), December 8, 2016

QUALIFICATION STATEMENT SUBMITTALS TO BE RECEIVED BY:
5:00 p.m., (Eastern), December 16, 2016

ATTENTION OF RESPONDENTS IS DIRECTED TO:

**ANSWERS TO QUESTIONS RECEIVED THROUGH
THE END OF THE INQUIRY PERIOD**

Q#1 Referring to the (1) original and (1) electronic copy, I take it the "electronic copy" is referring to a copy on "CD" and the "original copy" is to be a "printed" copy, both of which are to be mailed to the listed address?

A#1 The Commission requires the "original copy" to be a printed and manually signed original document and the "electronic copy" to be a machine-readable image of the original, preferably in portable document format (.pdf file). The storage media for the electronic copy can be any generally accessible devices (i.e., CD, DVD, USB).

Q#2 Attachment E – "Affirmation and Disclosure" is included in the SOQ package. I have been unable to determine if this document is required to be included in the SOQ submission. If so, what is the proper section (i.e. Sec II 1 a thru j) to include this document?

A#2 Include the completed Affirmation and Disclosure Form, provided as Attachment E in the RFQ, in the Statement of Qualifications with the Acknowledgement Form identified under subsection (h) in Part II.

Q#3 Is the document I've attached the entire package I'll need? For the "original" (hard) copy I'll be submitting: are there any format requirements I need to be aware of, such as:

- **Page limit**
- **Font size**
- **Line spacing**
- **Binding requirements**
- **Are tabbed divider pages allowed between the sections?**

A#3 There are no format requirements other than those self-imposed for presenting a clear and concise statement of your firm's qualifications to perform the services identified in the RFQ.

Q#4 Item 1 "Construction Engineering and Inspection Services" is for the field construction inspection staff that shall have National Institute of Certification in Engineering Technologies ("NICET") Level II or higher, or equivalent training and or certifications. Is ODOT certification that is issued for individuals for "Construction Inspection-Project Inspector" or "Construction Engineer Level I and Level II" acceptable in lieu of NICET Level II?

A#4 Yes, ODOT certifications of Project Inspector and Construction Engineer Level I are acceptable in lieu of NICET Level II.

Q#5 Is it anticipated that contracts will be awarded to firms considered qualified for Items 1,5,6 & 9? Or will qualified firms be required to respond to individual (specific) OTC requests for proposal related to Items 1,5,6 & 9 ?

A#5 The Commission anticipates both awarding contracts for Items 1, 5, 6 and 9 based solely on the statements of qualifications submitted in response to the RFQ and issuing requests for proposals to firms having previously submitted statements of qualifications to perform those services.

Q#6 Where should Attachment E “Affirmation and Disclosure Form Executive Order 2011-12K” be placed?

A#6 Please see the response to Q#2.

Q#8 What format is the submittal – for example, state 330 Part 1 and Part 2 forms?

A#8 Please see the response to Q#3, the formatting of this submittal is not strictly dictated, other than clearly and concisely responding to the information identified in Part II – Qualification Statement Submittals.

Q#9 Does Attachment E (Affirmation and Disclosure Form) need to be filled out and signed? Part II of the RFQ does not mention the form as being part of the SOQ submittal, however, it is included in the RFQ.

A#9 Please see the response to Q#2.

Q#10 I have a question regarding the Audited Overhead Rate described in Section II.1.(j) on page 8 of the 2017-2018 Biennial RFQ. I am unclear as to what, specifically, we are supposed to submit to fulfill this requirement. Can we submit our ODOT-approved overhead rates?

A#10 Yes, ODOT approved Audited Overhead Rates are acceptable.