

## **RFP-24-01 - On Call Professional Services Q&A**

**Proposals are due on May 15, 2024, by 5PM EST**

- Are qualified firms allowed to propose as a prime on one proposal, and serve as a sub on another team?
  - If this is allowable, can a team prime and sub on the same tasks areas?  
Is it acceptable for a firm to submit as prime and also as a subconsultant to another team?

**Yes. The composite of services/capabilities will be considered in the proposal evaluations. firms/teams possessing a suite of services/capabilities that match our needs will be competitive. We do not restrict firms from serving on multiple teams (as prime or sub or both).**

- Can you give us more detail on proposing on one category versus multiple?
- Can specialized subconsultants be added after the award in response to specific task order needs?

**The composite of services/capabilities will be considered in the proposal evaluations. master agreements will be signed with the prime/lead firm only and not with subs. Therefore, task orders will only be issued to those parties to the original proposal. If a subcontractor is added to the team roster after agreements are executed, they may perform work under the on-call program but must do so as a subcontractor to the prime. We cannot contract with any firm who did not compete in the original solicitation and win the invitation to sit on the bench.**

- Can we be allowed one 11 x 17 page for the organizational chart?

**Yes**

- What is the role of the sample task order in the proposal response? Should those scopes of work be addressed?
- In regard to the sample projects at the end, should proposals be tailored toward them i.e. qualifications, resumes, approach?
- Do we need to respond to the two sample projects or do you want to see a generic approach for the services?

**These are only meant to be illustrative of the type of work we envision. Specific Task Orders will only be issued to the prime/lead firm(s) once selected.**

- Who is the “purchaser” that would be accessing the selected on-call contractors? Many of the local governments listed in the RFP have their own on-call transportation contracts, so clarification on who would use the selected on-call contractors is greatly appreciated.

**PlanRVA’s affiliate entities, including the Central Virginia Transportation Authority (CVTA), and Friends of the Lower Appomattox River (FOLAR) may purchase services through the On-Call Consultant Program. In addition, other public bodies, including but not limited to the PlanRVA’s member jurisdictions, may purchase non-professional services (not including architectural and engineering) from contracts awarded resulting from this RFP pursuant to Virginia Code Section 2.2-4304. PlanRVA and the public bodies are sometimes referred to individually as “Purchaser” and collectively as “Purchasers” in the provisions that follow.**

**[PlanRVA recognizes that many of our localities already have on-call benches, we are offering the use of our bench if needed, appropriate based on the project or services, and in compliance with 2.2-4304 of the Virginia Code]**

- We did not note a page limit in the RFP. Does PlanRVA have a general estimate for the desired number of pages?

**Brevity (NTE 20 pages) is appreciated, but no specific limits are stated.**

- Is the intention that offerors have a team to cover all services listed under ‘Qualifications, Capacity and Services’, or is it at the consultant’s discretion?

**The goal of this RFP is to select a diverse array of multiple firms to provide these services in accordance with the terms of the contract that will be awarded. Comprehensive team submittals are encouraged, but not required. It is not the intent of this RFP to necessarily have all services addressed by a single team. Proposals may address one discrete service without a firm being part of a comprehensive team. PlanRVA anticipates the award of one or more term on-call contracts because of this solicitation, as deemed appropriate to meet our current and likely future needs.**

- A question we'd like to submit for the **RFP Multi-Year Agreement for On-Call Professional and Non-Professional Services** is: Our legal team advised that Article V, page 17 of the General Terms and Conditions is inconsistent with Virginia code § 11-4.1 and § 11-4.4. Will PlanRVA consider modifications to terms and conditions upon selection of the highest rated teams?

**Yes, we always intend to be consistent with all relevant and current Virginia code. Any need to revise V. INDEMNIFICATION to do so will be directed to our legal counsel and restated as part of the terms and conditions of separate contracts with the selected firm(s)**