



VPRA Response to Questions/Requests for Clarification

DATE:

Reference: RFP# 1-006-23-0002
Description: Preliminary engineering, surveying, misc. studies/Richmond to Raleigh (R2R) Project (Virginia Only)
RFP Issue Date: 12/15/2023
Proposal Due: 2/1/2024 (by 2:00 PM EST)

TO ALL OFFERORS:

This document informs Offerors as to the questions/answers that were submitted to VPRA in regard to the open RFP.

NOTE: Offerors must acknowledge receipt of this document in writing using Form A (VPRA Procurement Form PD 02) at time of proposal submittal.

Very truly yours,

DocuSigned by:

Jason Loigreen

Jason Loigreen
Buyer

Response to Questions/Requests for Clarification**RFP No. 1-006-23-0002****Published: January 16, 2024**

	RFP Section No., RFP Form, RFP Exhibit	Question/Request for Clarification	VPRA Response
1.	Item 26.0, Page 16; Form PD 20	Does Form J need to be submitted with the proposal? The form says to include it with the proposal while the RFP says that it should be turned in following the Notice of Intent to Award in Line Item 26.0	Form J is due from the top ranked Offeror(s) within ten (10) Business Days following receipt of the Notice of Intent to Award. It should not be included with the Proposal.
2.	Tab 4, #2, Page 14	Tab 4 asks for a disclosure of the Offeror/Sub-Offeror current major projects. Is this information included in the 2 page limit of the tab.	Yes.
3.	Item 22.3, Page 10; and Item 23.2, Page 14	VPRA states that Tabs 2-5 are segment specific and also states that segments will be scored on a segment by segment basis. Is VPRA seeking for the proposal to be organized in the order [Tab 1, Segment 1 (Tabs 2-5), Segment 2 (Tabs 2-5), etc.] OR [Tab 1, Tab 2 (Segments 1-6), Tab 3 (Segments 1-5), etc.] in cases where the offeror is pursuing multiple segments.	In cases where the Offeror is pursuing multiple Project Segments, the submittals for Tabs 2-5 on each of the various Project Segments should be combined under a single tab reference (i.e., Tab 2 (Segments 1, 2, and 6), Tab 3 (Segments 1, 2, and 6), etc.).
4.	N/A	Is it acceptable for a firm to submit as a prime for one segment and as a sub for a different segment?	No. If a firm submits a Proposal, it must be able to act as the prime on all Project Segments included within its Proposal. Additionally, if a firm submits a Proposal, it may not participate as a team member under another firm's Proposal.
5.	N/A	When a large team submits a proposal, is it possible to be awarded multiple segments, for	Yes. As noted in the RFP, Offeror's may choose to be considered for one or more

		example if they propose different key personnel to lead each segment?	Project Segments and VPRA reserves the right to award multiple Project Segments to an Offeror. An Offeror is free to alter the Key Personnel submittals as between the various Project Segments.
6.	Section 15.3	With questions due before or on January 8, 2024, what is VPRA's schedule to have all responses posted?	VPRA expects to have all responses posted within 10 days of the Proposal Due Date.
7.	Section 22.2 (d)	Do 11 x 17 pages count towards 1 or 2 pages?	They count as 1 page.
8.	Section 22.3, Tab 1.4	Please confirm that a pending VA PE license is acceptable with the understanding that the license will be acquired prior to plan deliverables.	VPRA will address this question in an addendum. Offerors must be able to provide evidence that all Key Personnel hold a valid PE license through DPOR within ten (10) Business Days of receipt of a Notice of Intent to Award.
9.	Section 22.3, Tab 1.4	The RFP states to include "copies of all registrations and licenses for main and branch offices, and copies of individual licenses for project staff as issued by the Department of Professional and Occupational Regulation and such other applicable bodies" Please clarify if "project staff" refers to ALL proposed staff, or just those identified as Key Personnel in TAB 2? If this does refer to ALL proposed staff, please clarify if all proposed Professional Engineers must have Virginia PE licenses.	See response to Question No. 8.
10.	Section 26.1	The RFP states "Within ten (10) Business Days of receipt of the Notice of Intent to Award, the top ranked Offeror(s) shall provide the information and materials stated in this section to VPRA."The materials in this section include Form J (Exceptions to RFP documents) and Form K (Fee Schedule) Form J states "THIS FORM MUST BE INCLUDED	Forms J and K are due from the top ranked Offeror(s) within ten (10) Business Days following receipt of the Notice of Intent to Award. They should not be included with the Proposal.

		WITH YOUR PROPOSAL. IF THERE ARE NO OBJECTIONS, PLEASE WRITE "N/A" IN THE CHART ABOVE." Please verify if Forms J and K are to be submitted in response to this RFP or after receipt of the Notice of Intent to Award.	
11.	Exhibit 1, Scope of Work, 1.4	Regarding the project schedule, will all six segments be started at the same time, or is there a segment(s) that will be started first?	This is no sequencing assigned for the Project Segments. Subject to Section 29.3 of the RFP, Work on a particular Project Segment will commence once the contract is executed and all conditions precedent are met for issuance of the Notice to Proceed.
12.	Exhibit 1, Scope of Work, 1.4 Project Segment Details	For the La Crosse station, please elaborate on the expected amount/level of station design, and any requested usage and functionality.	Work related to the La Crosse station will focus on identifying an ideal location and its integration with the existing community. There will not be any architectural design for the station. The design will include, but is not limited to, a double-ended platform track, passenger platform, parking lot, station building footprint, related structural components (i.e., retaining walls, noise walls), grade crossings, and drainage.
13.	Exhibit 1, Scope of Work, 1.4 Project Segment Details	Please clarify if the Project Segment terminal point designations shown on the hearing maps are what will be used for the designs.	The Project Segment terminal point designations are listed in Table 1 of Exhibit 1 to the RFP.
14.	Exhibit 1, Scope of Work, 2.0	Please provide an update on the NEPA process for each of the six project segments.	As stated in Section 1.1 of Exhibit 1 to the RFP, both Tier I EIS and Tier II EIS have received a Record of Decision (ROD) for the R2R project. NCDOT and VPRA have completed Environmental Screening showing updates to environmental constraints identified in the Tier II EIS. The environmental

			screening update will be provided to the successful Offeror(s) upon issuance of the Notice to Proceed.
15.	Exhibit 1, Scope of Work, 2.2	Please elaborate further on the extent of public outreach and the expected role of the Consultant versus VPRA.	VPRA will be the lead in coordinating with stakeholders and the public, however, the Consultant(s) will be in a support role for requests for information, meeting materials or handouts. Consultant staff may also be requested to attend public or stakeholder meetings.
16.	Exhibit 1, Scope of Work, 2.5.5	Please clarify if roadway plans will be a separate package	No, roadway plans are included in this RFP package.
17.	Exhibit 1, Scope of Work, 2.5.6	Will VPRA consider providing the bridge inspection reports to respondents or will these be provided after award?	If available, VPRA will provide additional information upon award.
18.	Page 17, Section 26.2, Form J	a. Page 17 of the RFP states: "The top ranked Offeror(s) shall provide the following: (a) Form J (Exceptions to RFP Documents)" however, Form J states, "This Form Must Be Included With Your Proposal." Please clarify when this form should be submitted.	See response to Question No. 1.
19.	Page 13, Tab 5: Small, Diverse, and Disadvantaged Business Participation	Is there a page limit for Tab 5?	No; however, Offeror's submittals are restricted to Forms C and D (i.e., no narratives are permitted).
20.	Page 12, Tab 2	The RFP states, "The Project Manager must be a registered Professional Engineer in the Commonwealth." Will VPRA accept a Project Manager candidate with a "pending" professional engineer registration in the Commonwealth?	See response to Question No. 8.
21.	Page 11, Tab 2, Item 3	Tab 2, item 3 states: "at least three and no more than five (5) projects on which the Offeror or sub-Offeror have worked on that are similar in scope and character to the Project Segment(s)." Are the project examples	No.

		exempt from the 5-page maximum limit for Tab 2?	
22.	22.1 – c, 22.2 – c	Please verify that the requested table of contents does count toward the proposal page limit.	VPRA will address this question in an addendum. The table of contents will not count towards the Proposal page limit.
23.	22.2 – c, 22.3	Proposals are limited to a maximum of 10 single-sided, numbered pages for each Project Segment on which an offeror is proposing, excluding certain RFP-prescribed items. If a team does pursue multiple segments and does not have changes in content within Tabs 2, 3, 4, or 5, are those repeated pages/tabs exempted from the 10-page limit in the additional proposed-upon segment(s)?	As set forth in Section 22.2(c) of the RFP, each Project Segment is allocated 10 pages, subject to the page count exclusions enumerated therein. The page count allocation may not be aggregated or pooled amongst the various Project Segments.
24.	Exhibit 1 – Scope of Work	Is the KMZ for the track and roadway improvements available for download?	No. However, Public Hearing Maps from the Tier II EIS are available for download here: Southeast Corridor Hearing Map Extents (arcgis.com)
25.	Exhibit 1 – Scope of Work	With this being a complex RFP with the opportunity to propose different organization and staff for multiple Project Segments, would the VPRA be amendable to an extension to address the questions we have submitted on the RFP	Given VPRA's obligations to its funding partners, no extension of the Proposal Due Date is contemplated at this time.
26.	Exhibit 1 – Scope of Work	Would VPRA consider adding a contract manager position for the overall contract to handle contractual matters with the segments having different PM?	Contractual matters will be addressed by VPRA's Contract Representative as designated in Article 4 of the Contract (Exhibit 7 to the RFP). Additionally, Offerors are reminded that Vanasse Hangen Brustlin, Inc., will be coordinating communications with Consultant(s) on the Project Segments as VPRA's representative.

27.	Exhibit 1 – Scope of Work	Is Tab 1 material to be repeated per each segment tab, or can one Tab 1 suffice for all four segments. Please confirm that Tab 1 material does not need to be repeated for each Project Segment.	The Tab 1 submittals apply to all Project Segments and do not need to be repeatedly submitted for each Project Segment on which an Offeror is pursuing.
28.	22.3	Is there a page limit for Tab 1? Without any additional limitations, will Offerors be allowed to provide background language explaining the preferred preference of Project Segments? Will Offerors be able to discuss their capacity and ability to handle multiple Project Segments at a time?	There is no page limit associated with the Tab 1 submittals. Narratives related to Project Segment preference shall be limited to the content specified within the RFP. Any extraneous content will not be considered by the Evaluation Team.
29.	Exhibit 1 – Scope of Work 1.4.1 Project Segment Details	Section 1.4 of Exhibit 1 (Scope of Work) notes the “PE design schedule” for the Virginia R2R Project Segments. What is the PE design schedule referenced? When are 30% plans expected to be completed? Offerors will need to understand the schedule to provide organizational capacity based on the Project Segments(s) selected by each Offeror.	It is the responsibility of the Consultant to develop a PE design schedule for their awarded Project Segment(s). As noted in Section 2.1.6 of Exhibit 1 to the RFP: “The Consultant shall submit the PMP and detailed PE design schedule within 14 calendar days of NTP or by the Project Segment kickoff meeting, whichever is earlier.”
30.	RFP Section 22.2.(c)	Please clarify where the resumes are to be provided in the proposal response. Should they be included under tab 2 or should they be provided in an appendix?	Resumes should be included within Tab 2.
31.	RFP Section 9.1 – Procurement Schedule	With the Christmas and New Years holiday occurring immediately after the RFP release, the February 1 submission date may not provide sufficient time to write to each of the 6 segments. Would VPRA consider providing an extension?	Given VPRA’s obligations to its funding partners, no extension of the Proposal Due Date is contemplated at this time.
32.	RFP Exhibit 1, Section 2.0 and Section 2.5.5	RFP Exhibit 1, Section 2.0 (6 th bullet) indicates that “Highway traffic signal design”	VPRA will address this question in an addendum.

		is not part of the scope of the project, however, RFP Exhibit 1, Section 2.5.5 (6 th bullet) indicates it is along with lighting, signing and pavement marking. Please clarify whether or not roadway traffic signal design and highway lighting is included in the project scope.	
33.	RFP 1-006-23-0002	South of Petersburg, is freight expected to operate on the new line, or will these segments be passenger rail only?	The R2R Corridor will be designed for interoperability of freight and passenger rail traffic.
34.	RFP 1-006-23-0002	Is Environmental Compliance part of Scope of Services?	No.
35.	Page 55, Sec. 1.4	How will the 30% design project relate to the identification of a La Crosse Station location and related design of the track and station?	The 30% PE design will explore an ideal location for a future station in or near downtown La Crosse, VA. The design will include, but not limited to, a double-ended platform track, passenger platform, parking lot, station building footprint, related structural components (i.e., retaining walls, noise walls), grade crossings, and drainage.
36.	Page 55, Sec. 1.4	Is the intention of the stakeholder outreach/public engagement is to solicit input on potential station locations?	No, there are no additional station locations to be considered beyond the Tier II EIS. The intention of public engagement is to provide information and awareness on an as-needed basis.
37.	Page 11, Tab 1: #4	Tab 1: #4 States that we are required to include "copies of all registrations and licenses for main and branch offices, and copies of individual licenses for project staff as issued by the Department of Professional and Occupational Regulation and such other applicable bodies" Is it acceptable to include	See response to Question No. 8.

		firm and individual licenses for just the key personnel?	
38.	22.3 Required Submittals	The RFQ is worded such that a firm must submit on a specific segment to be considered for that segment. Please confirm that a firm must submit on all six (6) segments to retain eligibility to be selected on any of the segments. Please advise if this is in fact the intent of the RFQ.	No, the intent of the RFP is to allow for maximum participation from qualified firms. A firm may choose to submit on a single Project Segment if that is their preference.
39.	22.3 Required Submittals, TAB 1, No. 2	Do subconsultants need to submit form G - PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA?	VPRA will address this question in an addendum.
40.	22.3 Required Submittals, TAB 1, No. 4	Do subconsultants need to submit copies of all registrations and licenses for main branch offices as issued by the Department of Professional and Occupational Registration?	VPRA will address this question in an addendum.
41.	22.3 Required Submittals, TAB 2, No. 4	Do subconsultants need to disclose any professional disciplinary judgments or actions taken against the Offeror or the Offeror's principals by any professional regulatory bodies?	VPRA will address this question is an addendum.
42.	22.3 Required Submittals, TAB 2, No. 4	Can the list of any professional disciplinary judgments or actions taken against the Offeror or the Offeror's principals by any professional regulatory bodies be placed in an appendix or not count towards Tab 2's 5-page maximum?	VPRA will address this question in an addendum. Disciplinary records will be removed from the page count.
43.	26.0 Additional Submittals 26.2 (b) Form K (Fee Schedule)	Please provide a Microsoft Excel version of the Billing Rate Sheet that is included in Form K. The version of the Billing Rate Sheet that is included in Form K is missing footnote 1. Please provide instructions for completing the Billing Rate Sheet.	Upon request, an Excel version of the form will be provided to the top ranked Offeror(s) following issuance of the Notice of Intent to Award.
44.	Exhibit 2, General Terms and Conditions (Form PD 100) Article 9, Correction of Errors	Article 9 elevates Consultant's professional standard of care to correct <u>any</u> errors or omissions free of charge regardless of	VPRA will address any requested modifications to the RFP Documents

		<p>negligence and to reimburse VPRA for “any costs incurred” regardless of notice to the consultant, an opportunity to mitigate, or reasonableness of the costs. Professional services are not subject to a “perfect” standard and the risks of allocating all of VPRA’s additional costs as a result of non-perfect performance (regardless of reasonableness, proportionate fault of VPRA’s or others, notice, and mitigation) is not something that Consultant or its insurers will cover, which is neither in VPRA nor Consultant’s best interests. Will VPRA consider negotiating this clause to tie errors or omissions back to a negligence standard (covered by professional liability insurance) and delete the requirement to indemnify VPRA for “any costs incurred” ?</p>	<p>during the negotiation phase of the solicitation.</p>
45.	<p>Exhibit 2, General Terms and Conditions (Form PD 100) Article 38, Indemnification</p>	<p>Consultants typically indemnify only their client, not additional third parties, and only indemnify for claims of property damage or personal injury to the proportionate extent arising out of Consultant's negligence or wrongdoing. The much broader indemnification requirements (extended to Amtrak, Norfolk Southern, and CRX, will not be covered by professional liability insurance, which is neither in VPRA, nor Consultant's best interests. Will VPRA consider negotiating this clause back to standard terms that PL insurance covers? Additionally, will VPRA consider including the following clause in the agreement: “VPRA shall cause its</p>	<p>VPRA will address any requested modifications to the RFP Documents during the negotiation phase of the solicitation.</p>

		contractors working on the Project Site to include Delivery Partner and its members, officers, and employees as indemnified parties under any indemnity and as additional insureds under any insurance that Amtrak requires such contractors to provide to Amtrak pursuant to direct contracts entered into between such contractors and Amtrak.”	
46.	Exhibit 2, General Terms and Conditions (Form PD 100) Article 39, Limitation of Liability	Will VPRA consider negotiating the inclusion of a reasonable aggregate liability cap, such as the amounts paid under the Agreement or a reasonable number, whichever is greater?	VPRA will address any requested modifications to the RFP Documents during the negotiation phase of the solicitation.
47.	1.4 Project Segment Details	Under Key Features, Segment VA-PE-5 lists six (6) proposed rail bridges. Reviewing the Public Hearing Maps for the segment limits, there appears to be five (5) proposed rail bridges: Tanner Town Rd (~S-72.5), Great Creek (~S-65), Sturgeon Creek (~S-58.4), Waqua Creek (~S-53.4), and Great Branch (~S-53.2). Please clarify if there is an additional proposed undergrade bridge or if the rehabilitation of the undergrade bridge over the Meherrin River is included in the six (6) proposed rail bridges.	VPRA will address this question in an addendum. The Key Features, Segment VA-PE-5 should have five (5) proposed rail bridges.
48.	Pg. 11, Tab 2	Does the organizational chart count towards the page limit?	Yes.
49.	N/A	Clarify if the scope of work just includes developing the best-fit existing rail alignment and /or if the preferred, track design needs to be established.	For Section 2.3 of Exhibit 1 to the RFP (Survey), Task 5 includes developing best-fit alignments for existing rail alignments. The preferred track design will be developed under Section 2.5.4 of Exhibit 1 to the RFP.

50.	N/A	Elaborate on the details of the expectations for the utility report document.	VPRA will address this question in an addendum. For each utility identified in the Project Segment, the report shall include the location, name of the utility owner and contact information, a brief description of the utility, and the utility's interaction with the Project for all utilities within 200 ft. of all likely work areas in the Project Segment. The report shall be in the format of a plan set, basic utility matrix, and narrative report, which together contain the required information.
51.	N/A	Will the firms listed as ineligible be the engineer of record for the track design?	The engineer of record for the track design will be determined during a future project phase.
52.	N/A	How will the design of any stations be handled?	There will be no architectural design of stations. Station design will focus on determining an ideal location and its integration with the existing community and infrastructure. The design will include, but is not limited to, a double-ended platform track, passenger platform, parking lot, station building footprint, related structural components (i.e., retaining walls, noise walls), grade crossings, and drainage.
53.	N/A	Does VPRA plan to follow the same assignment of engineering scopes of work as North Carolina Rail Division?	No. Project Segments will be awarded in accordance with the Evaluation Criteria set forth in the RFP.
54.	RFP Exhibit 1 – SOW	The R2R FEIS acknowledges two new rail stations - in Henderson and La Crosse. How does VPRA's 30% design project relate to the	The 30% PE design will explore an ideal location for a future station in or near downtown La Crosse, VA.

		identification of a La Crosse Station location and related design of the track and station?	The design will include, but is not limited to, a double-ended platform track, passenger platform, parking lot, station building footprint, related structural components (i.e., retaining walls, noise walls), grade crossings, and drainage.
55.	RFP Exhibit 1 – SOW	Is it permissible to use former or existing CSXT personnel as references?	VPRA presumes that the Offeror intended to refer to Form I to the RFP, which requires designation of references for Key Personnel. If so, yes, current and former CSXT personnel may be named as references.
56.	RFP Exhibit 1 – SOW	Is it permissible to use former or existing VPRA personnel as references?	VPRA presumes that the Offeror intended to refer to Form I to the RFP, which requires designation of references for Key Personnel. If so, no, current and former VPRA personnel may not be named as references.
57.	RFP Exhibit 1 – SOW	Are inspection reports for road over rail and rail bridges available?	If available, VPRA will provide additional information upon award.
58.	RFP Exhibit 1 – SOW	Are historical plans / record drawings for CSXT bridges available?	If available, VPRA will provide additional information upon award.
59.	RFP Exhibit 1 – SOW	Are there plans to use tilting technology on any of the VPRA R2R tracks? Has the equipment train set for this R2R (VA side) corridor been selected, and, if so, please provide type?	There are currently no plans to use tilting technology. Amtrak Airo equipment will be used once Amtrak exercises an option to expand the current order and put into service. Until that time, legacy equipment will likely be used for the Carolinian and any long-distance service rerouted over the S-line.
60.	RFP Exhibit 1 – SOW	Does CSXT retain any operational rights for the corridor?	Operations rights will be determined in the future. The corridor will be designed for interoperability of freight and passenger trains.

61.	RFP Exhibit 1 – SOW	Are utilities / fiber-optic data available from CSXT lease agreements / crossing agreements?	Some utility information is available from the lease agreements; however, we are not confident all records are available.
62.	N/A	<p>Clarification on Northern Limit of Segment 1. MP S-0 is on south end of Main St. Station, at approximately Main St. Does scope include work at Main Street Station North of MP S-0</p> <ul style="list-style-type: none"> a. Main St. Platform to be added seems different from existing platform – Is this along the west side of the double track on the west side of the station? b. Does the scope include designing the restoration of the double track viaduct and connections at Brown St. Yard? 	<p>VPRA will address this question in an addendum. The northern limit of Segment 1 is MP S-0. Work at Main Street Station is not part of this contract.</p> <ul style="list-style-type: none"> a. Work at Main Street Station is not part of this procurement. b. No, these areas are not part of this procurement.
63.	N/A	Will TWIC be acceptable as the security document?	No, Transportation Worker Identification Credentials will not be accepted. Where applicable, VPRA will conduct its own independent CHBC for Consultant's employees who need access to SSI/Critical Infrastructure.