



Date of Issuance: 4/30/2021

Solicitation No. 3450004961

Requisition No. 21-M-0005

Amendment No. 1

Hour and date specified for receipt of offers is changed: No Yes, to: _____ CST

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

Sign and return a copy of this amendment with the solicitation response being submitted; or,

If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date in the subject line of the email.

ISSUED FROM:

Crystal Williams
Contracting Officer

405-588-3397
Phone Number

cjwilliams@odot.org
E-Mail Address

RETURN TO: cemerson@odot.org in Solicitation Response

Description of Amendment:

a. This is to incorporate the following:

This Amendment is issued to answer the questions received from potential bidders. SEE ATTACHEMENT

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**)

Title

Authorized Representative Signature

Questions and Answers

21-M-0005 / 3450004961

ODOT's Asset Management Consultant Services

1. What is the initial term and budget for this project? The RFP mentions a budget of \$250,000, is that for the initial term of 12 months? **12-month initial term with an initial approved budget of up to \$250,000.**
2. Solicitation Request Form: Can alternate rates be provided for remote work and work requiring travel? **Yes**
3. Solicitation Request Form: Can we include a range of times for estimated hours? **Yes**
4. Solicitation Request Form: Can we modify the form to include a scoping/analysis (planning) line item? **Yes**
5. A.15.1: While the contract can be awarded by items or groups of items, can a proposal be submitted for part of the activities (A-H), but not all? **Yes, please note exactly which items are being addressed.**
6. C.3: Selection will be based partially on ability to meet ODOT's schedule, is there a SOW to adequately estimate required hours to develop an acceptably accurate cost? **The intent of this item is to ensure that applicant availability is guaranteed during the term of the contract.**
7. 1. C.3: Page 3 in the Solicitation Packet is asking for Estimated Hours for each of the Tasks (further defined as A-H in C.3).
 - a. Are the expectations of ODOT that all tasks outlined in each section identified in C.3 will be completed? **C.3, sections A-H, define asset management focus areas that tasks will be based upon. Hours estimated per task assigned will vary by individual task SOW.**
 - b. Can the Estimated Hours be for specific ITEMS in each ACTIVITY? **Yes**
 - c. Can we provide a range of hours to perform the tasks since there is lack of clarity in scope definitions? **Yes**
 - d. What if multiple resources, with different hourly wages are required to perform the work outlined in the activities? Does this need to be broken down? **Only if the applicant uses a sub-contractor.**
8. C.3: "Services performed by the Consultant may include, but are not necessarily limited to, the following types of activities." Items A-H include a great deal of work without clear scope definitions. Are there additional documents that provide clarity in ODOT's expectations and deliverables? **No**
9. C.3.D: Will Data Collection also include the handling of the data once collected to be transferred to the asset management databases? **No**
10. C.5: For what term is the maximum \$250,000 applicable? One, two, or three years? Is it affected by how many of the tasks are awarded in the contract? **Budget is currently set at \$250,000 per year for up to three years. The Department may not approve a task's SOW if the related cost estimate is not within the remaining budget for the current term.**
11. C.5: Is the maximum \$250,000 split between all contractors awarded contracts or per contract? **One contractor will be selected for the first year of the contract.**
12. C.5.: It is our interpretation that ODOT has not capped the amount for the initial contract period of one year, and that consultants may price the initial period as they deem appropriate. Is the interpretation correct? **Initial period will be one year with the option to renew for two more years.**

13. C.5.: Does ODOT have a budget for the initial one year period? **Yes**
14. C.5.: It is our interpretation that the optional renewal period of two years is not to exceed \$250,000 (for years two and three combined). Is this the correct interpretation? **No, \$250,000 is for the initial term of one year. Renewal terms may be for the same budget amount.**
15. D.1.1.: Evaluation criteria include the consultant's ability to meet ODOT's schedule. We do not see an explanation of ODOT's schedule in the solicitation. Could more information be provided on what ODOT's expectations are, in relation to schedule and the timing of specific deliverables? **The intent of this item is to ensure that applicant availability is guaranteed during the term of the contract.**
16. D.1.1.: ODOT lists five evaluation criteria. Are these criteria of equal importance in the evaluation? Can ODOT provide the weighting of the criteria, if they are weighted?
17. D.1.2.: It is our interpretation that the Detailed Summary (D.1.2.1) should not exceed 10 pages. Is this a page limit? **Yes this is correct, Detailed summary should not exceed 10 pages.**
18. D.1.2.: Are proposers permitted to include a covering letter in the response, and will this count towards the 10 page limit? **Yes and no it will not count towards the 10 pages limit.**
19. D.1.2.: Are proposers permitted to include a covering letter in the response, and will this count towards the 10 page limit? **Yes and no it will not count towards the 10 pages limit.**
20. Are proposers permitted to include dividers in the response, and will this count towards the 10 page limit? **Yes**
21. Please confirm that Contact Information (D.1.2.2), Organization Chart (D.1.2.3) and Letter of Recommendation (D.1.2.4) are not included in that page limit guideline? **No they are not included**
22. Does ODOT have specific font type, font size, margin width and spacing requirement for the Detailed Summary (D.1.2.1) section? **No**
23. D.1.2.3.: It is our interpretation that ODOT does not wish to receive our staff's resumes, in addition to the organizational chart. We therefore do not intend to include resumes in the response. Is this the correct interpretation? If resumes are required, please confirm they will not contribute to the 10 page limit. **No resumes will not count towards the 10 page limit.**
24. D.1.2.3: Are teams permitted to use a paper size of 11x17 for the organizational chart? **Yes**
25. Since the scope for each Task is not defined in detail would ODOT be prepared to provide an estimate of hours by Task # for use in the table referenced on Page 3 of the Cover Page Section? (Reference Cover Page Section, Pg 3)
26. Are the Term and Amount referenced in C.5 not to exceed \$250,000 for the entire 36 months available contracting period or just the optional two-year period? (Reference C.5) **\$250,000 is for the initial term of one year. Renewal terms may be for the same budget amount.**
27. Are the bridge inspections to be performed under this contract to be NBIS compliant, or will these inspections be purely maintenance/preservation focused? (Reference C.3.D) **Bridge inspection should be NBIS compliant.**
28. What qualifications are required for the inspection teams? (Reference C.3.D) **Qualifications may vary depending on the type of inspections.**
29. Is there a list/inventory of structures to be inspected with this contract? If not, how should the Data Collection effort be estimated? (Reference C.3.D) **A proposed list of assets would be provided as part of the task assignment on a task-by-task basis. Inspection lists may require modifications if estimated SOW costs are not within the remaining budget for the current contract term.**
30. Page 13 of the RFP identifies "Budgeting & Programming" is one of the desired service areas, but no row is found on the pricing form for this task area. Can ODOT confirm that this is part of Task

H or if pricing is requested for this service area separately and indicate the estimated hours for this service area as per question 1? (Reference C.3.H) Tasks may vary in scope which may require different resources needed from the contractor. A minor related task may be for the analysis of a current budgeting & programming factor already in place, such as evaluating existing equipment depreciation rates. A more involved task may be the development of a quality control and assurance program for heavy maintenance projects.