

As a reminder, the Advertisement specifically identifies **RULES OF CONTACT** that apply during the contract selection process, commencing on the advertisement posting date and ceasing at the time of final contract selection. **Any contact determined to be improper, at the sole discretion of DOTD, may result in the rejection of the proposal (i.e., DOTD Form 24-102).**

Please note, all questions received by DOTD are not necessarily answered, only those questions deemed by DOTD to enhance or clarify the advertisement will be addressed.

**CONTRACT NOS. 4400024927 AND 4400024928
IDIQ CONTRACTS FOR ROADWAY DESIGN SERVICES
STATEWIDE**

Question and Answer

November 10, 2022:

- Q1. The TEPR Training Requirements state: “When traffic is included as a discipline on which past performance is evaluated, for consultants performing traffic engineering services, appropriate personnel must successfully complete...” all services in this contract could be considered traffic engineering services, i.e., traffic signal inventories, traffic signal design, etc. is DOTD requiring persons who, say, are IMSA certified technicians who access cabinets to manually pull controller data and, therefore, performing a traffic engineering service, but who will not fundamentally produce a traffic report, be TEPR certified? Or, for that matter, will those whose only role on a task order is to perform signal design services be required to be TEPR certified?
- A1. Signal Technicians that gather data from the cabinets do not need to have the TEPR certification if all they are doing is pulling data from the controller. The intent is for personnel that will be performing and/or reviewing traffic analyses/traffic studies to have the TEPR certification so they are familiar with DOTD’s processes.
- Q2. Do all TEPR certified personnel need to be listed on the Org Chart, or should only staff in specific tasks, say, Task 2, Task 3, and Task 6 need to be TEPR certified?
- A2. No, only relevant personnel performing need to be listed in the Org Chart; however, ideally all tasks and all personnel (professional engineers and engineer interns) working on this traffic engineering contract should have the TEPR certification with the exception of clerical/administrative personnel and technicians. Only task 5 could be performed without the certification since there is no “engineering” involved with this task (photography/cad drafting).