

IDIQ CONTRACTS FOR RIGHT OF WAY ACQUISITION & RELOCATION SERVICES

QUESTIONS AND ANSWERS - FINAL

Please carefully read the advertisement carefully.

- Q1** Do sub-consultants need to submit their own form to be attached to the Prime's form?
- A1** No. If you have sub-consultants, please list any personnel of that sub-consultant who would work under the contract in section #7 and include their resume.
- Q2** On page 4 under Evaluation Criteria, number 4 states that consultants will be evaluated based on past performance on DOTD real estate projects. Will the consultant's score be affected due to never working with DOTD before?
- A2** Evaluation Criteria #4 is from the DOTD Consultant Past Performance Rating (CPPR) System. Consultants without a rating in the CPPR System will be given a score equal to the statewide average in Right of Way Negotiation and Title Research.
- Q3** If consultants have similar experience with other departments of transportation, would we put that information in section 9 or is it specifically just wanting DOTD experience?
- A3** Section 9 is designated for DOTD real estate experience only. Include all similar experience (including other DOTs) in section 10.
- Q4** On page 5, asterisk at the top of the page states that all consultants will be given a score of five (5) on evaluation criteria points 3, 5 and 6. Is that stated correctly that regardless of experience, consultants will receive the maximum points?
- A4** Yes, all consultants who meet the minimum requirements of the advertisement will be given a score of 5 in items 3, 5, and 6 of the Evaluation Criteria.
- Q5** Are 1099 employees considered sub-consultants? If so, should the 1099 employee show on his or her resume the name of the company or show themselves as self-employed.
- A5** It is acceptable to list 1099 employees as employees or sub-consultants according to your firm's business structure. If a 1099 employee is listed as a sub-consultant, they may list themselves as self-employed or may show the name of the firm.
- Q6** Since the contract requires minimum qualifications for 3 different agents, does that mean those jobs have to be done by separate individuals?
- A6** No. One individual may meet all of the minimum requirements.
- Q7** Will it benefit me to certify myself as a DBE?
- A7** This advertisement does not have a DBE goal. Further information on the DOTD DBE Program can be found on DOTD's website at: http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Administration/Compliance/Pages/DBE_Certification.aspx