

S. P. No. 700-99-0417
F.A.P. No. DBE-9906(557)
Disadvantaged Business Enterprises (DBE) Supportive Services
Statewide

1. Will the contractor bear primary responsibility for the planning and execution of the spring 2008 DBE Business Conference? If not, what level of participation is expected of the contractor?

The selected consultant will be a primary participant, along with DOTD personnel in planning and executing the conference. Our last conference was held in August 2006, and a team approach for planning was created. Notification of the event, brochure development/printing, and participation as instructors are a few of the responsibilities to be handled by the selected consultant. The facility for housing the event will be DOTD's TTEC center at LSU.

2. Is the contractor required to purchase and maintain the domain where the web based summaries will be posted?

No

3. Will the contractor be involved in the design of the website?

No – Our website has already been designed and is operational.

4. Does DOTD have a preferred bidding software application for estimating, bidding or training purposes?

No – However, it should be focused toward highway, street and bridge construction and maintenance.

5. Will the DOTD provide or recommend personalized software and computer support for estimating/bidding and training purposes?

No software or IT support will be provided; however, we will be involved in determining that the software is compatible with our system, and is appropriately geared toward highway, street and bridge construction and maintenance.

6. Will the contractor be allowed to use any DOTD facilities for the purpose of holding seminars/workshops?

Absolutely

7. In reviewing the solicitation, page 6 stated 130 DBE firms have been identified with deficiencies. The agency is requiring that all 130 have established SOP's by June 30, 2008. Is the awarding contractor expected to accomplish this with all 130 firms?

Yes

8. In reviewing the solicitation, page 5 states 130 DBE firms have been identified with bidding and estimating. The agency is requiring that all 130 firms receive technical assistance in preparing and submitting bids and quotes to prime contractors by June 30, 2008. Is the awarding contractor expected to accomplish this with all 130 firms?

Yes

9. The solicitation does not describe the contract type of the anticipated award. What is the contract type on this solicitation? (Firm Fixed Price, Time & Material, etc.)

Billable rates with a maximum contract limitation of \$540,000

10. Will there be any government furnished equipment/data/information provided to the contractor?

No equipment will be provided; however, the selected consultant will have access to our DBE files, assessment information, and project information.

11. Has the Department of Transportation provided DBE Business Conferences in the past?

Yes – We held our first DBE Conference in August, 2006.

12. For the training aspect of the requirements, will a syllabus or training outline be required to submit before conducting the session? What is considered an acceptable deliverable for the training sessions?

DOTD personnel will work closely with the selected consultant to create training which meets the objectives outlined in the RFP.