

Proposer Questions –

January 17, 2012 questions and answers:

1. Please clarify the RFP requirement for the Proposer Project Manager as single point of contact during the procurement phase. In some cases, a team's proposal manager may not be the same person as the individual proposed as the Project Manager for the work. [The expectation is that the Proposer Project Manager will be same throughout the RFP and project process.](#)
2. Who did the 2008 Feasibility Study? Who did the traffic analysis? Who are the stakeholders in this project? [Additional data has been placed on the CWCOG website to answer these questions.](#)
3. Page 16 Table 2 – procurement schedule: How do you want us to submit the name of our project manager on January 19th? Would e-mail of a draft resume and letter of interest be acceptable? [An email submittal of the Proposer Project Manager to myself is acceptable.](#)
4. Page 10 Section 2.2.1 Proposal contents, item 5 and item 6: did you mean the submitter's proposal and acknowledgement of the addenda in accordance with section 2.2.2 and 3.2.2? [Yes, item 5 is the submitters proposal. Item 6 will be for the proposers to acknowledge addendum's to the RFP, such as the addendum sent out on January 17, 2012, updating the procurement schedule in section 3.1.1. The proposal will be developed following sections 2.2.2 and 3.2.2.](#)
5. Page 12 Section 2.2.3 RFP submittal Quantities: Will other graphical or animated information amended to the proposal be allowed to be submitted on the CD or jump drive? [Follow section 2.2.4.](#)

January 18, 2012 questions and answers:

1. The feasibility analysis is not listed, but it is not live. [If this is referring to the 2008 SR 432 Feasibility Study, it is listed on the CWCOG web page as the 2008 feasibility study.](#)
2. [Table 1 – Proposal Organization](#) states that Appendix A goes in “Appendix A Forms” and Appendix C and D are to be included in “Appendix B Legal Information.” [Yes.](#) Should Appendix B, Form B Certifications and Assurances also be included in the Appendix B section of the proposal? [Yes.](#)
3. Does the Table of Contents (noted in Section 2.2.1.2) count towards the 25 page limit? [No.](#)
4. Please confirm you would like proposers to include a complete copy of all Addenda received in response to this RFP. [Yes.](#) If so, where should the Addenda be included in the Proposal Organization? [The addendum acknowledgement is part of Form A and will be placed in Appendix A.](#)

5. In Table 1 – Proposal Organization there is no page limit listed for “3. Key Personnel.” What is the page limit for this section? **There is no page limit, but this does count toward the total maximum of 25 pages.**
6. In Table 1 – Proposal Organization there are three categories listed: *Management Team, Key Personnel and Project Development*, but in Table 3 – Qualifications Categories the three categories listed are *Key Personnel, Firm Experience and Project Development*. Should proposers assume that the Management Team section listed in Table 1 will be scored in accordance with the Firm Experience scoring element listed in Table 3? If not, please clarify what you are looking for in the Management Team section and the Firm Experience section. **The Firm Experience will be represented and scored through the Project Management Team. Also see 1-27-12 #4.**
7. Does the 3-page Letter of Interest (also referred to as the Letter of Transmittal and Proposal Letter) count towards the 25 page limit and/or have an associated score? **Yes. The associated score will be pass/fail.**
8. Does section 2.6 Availability refer to projects underway for each individual team member, projects underway for the prime firm or projects underway for each team firm? **Yes.**
9. Please clarify that client references including written description of work performed are to be placed in Appendix C and will not have any point value associated with them? **Client references are required, do have a responsiveness value and Appendix C is the correct location to place project reference information.**
10. Are PowerPoint presentations allowed during the interview phase of the selection process? **No.**

January 27, 2012 questions and answers:

1. 4.1.3 3) p 24 Could you please advise who the members of the various groups are to which the referenced restriction applies? **The CWCOC staff members are: Steve Harvey, Rosemary Siipola, Amy Asher, Matt Herman and myself. The Project Executive Committee members are: Kent Cash (Cowlitz County), Bart Gernhart (WSDOT), Bob Gregory (City of Longview), Ken Hash (WSDOT), Mike Karnofski (Cowlitz County), Ken O’Hollaren (Port of Longview), Norm Krehbiel (Port of Longview), Brian Skeahan (Cowlitz County PUD), and Ted Sprague (Cowlitz County PUD). The Project Technical Advisory Committee members are: Brad Bastin (Cowlitz County), Jeff Cameron (City of Longview), Craig Bozarth (City of Longview), Frank Davidson (WSDOT), Iloba Odum (Dept. of Ecology), Steve Langdon (City of Longview), Lee Stoltenow (Union Pacific), and Tak, Denys WSDOT). The Project Advisory Committee members are: Anthony Brocato (Longview Logistics), Brian Wood (Weyerhaeuser), Craig Fletcher (Longview Fibre), David Ravander (Pittsburgh Plate Glass), Larry Clarke (Export Grain**

Terminal), James Bobst (Pacific Fibre Products and Lemmons Trucking), Jason Hilliard (Patriot Rail), Trevor Simmons (Millenium Bulk Terminals), Patrick Ortiz (Longview Fibre), Paul J. McCarthy (Patriot Rail), Stan Wlotko (Patriot Rail), Tom Rozwod (Norpac), Val Shultz (Union Pacific), and Colleen Weatherford (BNSF).

2. 2.2.1 p 10, 2.2.2 Table 1 p 12, 3.2.2 p 17 The RFP denotes a Letter of Transmittal, Proposer Letter, and a section labeled Letter of Interest. We assume these are all included in the 3 page letter of interest in Table 1 but would appreciate confirmation. Yes, the Proposer Letter and Letter of Interest are included in the three page letter of interest noted on page 12, in Section 2.2.2, Table 1. Form A, Appendix A is required, but does not go against the three pages for the letter of interest count noted in Table 1 on page 12.
3. 2.2.2 Table 1 p 12 What supporting documents (legal) are expected and/or required for Appendix B? We assume that a prime with subs is not considered a JV (correct), and the prime has responsibility for the team, and any joint and severable liability issues would be covered through appropriate insurance coverage (if truly not a joint venture and the other firms are brought on as subs, yes) of each of the team member firms but would appreciate clarification. In the case where the Submitter is a joint venture, limited liability company, partnership, or other association, the Submitter shall provide an express statement from each of the partners/members as to their joint and severable liability on the Project. WSDOT Standard Form 410-009 *Individual Project Statement of Joint Venture* shall be used. This form is available for download at: <http://www.wsdot.wa.gov/biz/contaa/prequal/>. Is the firm registered to conduct business in Washington State? Are the engineers that will be providing professional engineering services registered in Washington State?
4. 2.2.2 Table 1 p 12, 3.6.1 Table 3 p 20 Table 1 lays out the organization of the proposal, while Table 3 lays out the scoring criteria. We are uncertain of the alignment of the two to assure you have adequate scoring information. Does Table 1, Item 2, Management Team directly correlate with Table 3, Key Personnel, Table 1, Item 3 with Firm Experience, or are you expecting a combination that delivers the information to you. Page 20, Section 3.6.1 Table 3 Firm Experience should read Management Team to align with page 12, Section 2.2.2 Table 1. The project key personnel and project management team will be evaluated based upon scoring elements noted on page 20, Section 3.6.1 Table 3.
5. Page 10, 2.2.1(1): is the Letter of Transmittal the same as the Letter of Interest noted in Table 1? No, they are not, the Letter of Transmittal is Form A, Appendix A. The Letter of Interest and the Proposer Letter are the same.
6. Please confirm the binding requirements in RFP section 2.2.3 as there is some conflicting guidance regarding bound vs. unbound copies. The one original is unbound and the 12 copies are bound.

7. Please confirm/clarify the acceptable uses for photographic content within the proposal per RFP section 2.2.4, page 13. Can exhibits within the proposal utilize satellite aerial imagery as a base map? **No, the proposal is to be in written format only.** Are photos of the project vicinity excluded? **Yes photos are excluded from the proposal.**
8. Once the current CWCOCG Transportation System Plan (TSP) Update is completed, will the resulting modeling work be used in travel demand forecasting task for the SR 432 Rail Realignment and Highway Improvements project? **No, the two projects are separate. The anticipated completion and adoption date of the TSP (when the TSP would be useable) is beyond the date that the SR 432 Rail Realignment and Highway Improvements project will need traffic data.**
9. On page 4, Item 1.3, paragraph 14) discusses quarterly updates “for the Project Executive Committee, the Project Technical Advisory Committee, the Project Advisory Committee, the CWCOCG Board, the Cowlitz County Board of Commissioners, and WSDOT”. On page 15, Item 2.4, paragraph 10) also discusses quarterly updates “for the Project Executive Committee, the Technical Advisory Committee, the Users Group and WSDOT”. Question: Are these intended to be different groups or the same list of groups? **Yes, this is a listing of the same three groups.** And, is the “Project Advisory Committee” noted on page 4 the same as the “Users Group” noted on page 15? **The “Users Group” should have noted the “Project Advisory Committee,” so yes the “Users Group” and the “Project Advisory Committee” are the same.**
10. On page 12, Item 2.2.3, RFP Submittal Quantities, clearly the submittal should consist of: one unbound original Proposal with original signatures, one electronic copy in PDF format (either CD or jump drive), and twelve bound hard copies of the proposal. However, in the subsequent paragraph beginning with “Each Proposal shall...”, there is a contradiction that requires that “each copy of the Proposal shall be unbound and...”. Are the twelve sequentially numbered copies of the proposal bound or unbound? **The 12 copies are bound.**
11. Who are the consultants moving forward in the process?
**Parsons
Parsons Brinckerhoff
AECOM
Lochner
Parametrix**
12. Is Millenium tied to the selection of the west terminus of the project? **The west terminus of the project is actually out past Barlow Point and goes beyond Millenium.**