Question and Answers  
Blatnik Bridge Preliminary Engineering

February 7, 2020

**Question 1:** Are 11 x 17 inch pages allowed in the proposal for graphics such as the schedule and/or organizational chart? If so, will 11 x 17 in pages count as one page?

**Answer 1:** 11” x 17” pages will not be allowed.

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**Question 2:** Will a proposal cover count as page toward the 15 page page limit?

**Answer 2:** A cover without any information except a title and picture will not count as a page.

**Question 3:** Is a cover letter required?

**Answer 3:** No

**Question 4:** Can the Organizational Chart be provided on a single side 11”x17” page?

**Answer 4:** See Question #1.

**Question 5:** Proposal Submittal Instructions call for “An authorized member of the firm” to sign the response; must the signature reside within the 15 page page limit or does a signed cover letter or separate signed page after the 15 page page limit meet this requirement.

**Answer 5:** This signature must be included within the 15 page limit.

**Question 6:** Page Limit instructions excludes Forms as part of the 15 page page limit but does not indicate the Departments preference for submittal of Forms; can the Forms be submitted as a separate Appendix after the 7 page Resume Appendix or, alternatively, as a separate bound document in support of the Proposal and Resume Appendix?

**Answer 6:** Any of the proposed options for submittal of the forms is acceptable.

**Question 7:** Certification of Nondiscrimination-Page 10 of the RFP requires a certification of non-discrimination but does not provide a Form or instructions on how to provide this certification; please advise.
**Answer 7:** By responding to the RFP and potentially signing a contract, a firm is agreeing to this provision.

**Question 8:** Scope of Work Article 4.4 requires support for copywrite CRAVE process, does the Department intend to hire the Consultant software owner for this actual CRAVE study and would this preclude the Consultant software owner from proposing on this RFP?

**Answer 8:** CRAVE is Cost Risk Analysis Value Engineering – a process that is an independent review of any project over $25 million. It is a formal week long workshop led by a consultant with participants that have no knowledge of the project. An independent look at the project for any flaws or improvements. For Value Engineering services, MnDOT uses it Pre-Qualification Program work type for Value Engineering (work type 16.1). Value Engineering is a very specialized service; facilitators require many hours of training and testing to become certified (Certified Value Specialist) CVS certification by SAVE International.

In most cases we hire a consultant not working on the project. However, we have allowed firms that have people working on the project if the CRAVE participants are people not familiar with the project. In this case there are firewalls in place to address potential conflicts of interest.

For this RFP, Section 4.4 only requires that the Blatnik consultant provide data for the process (i.e. layouts, calculations etc) not participate or lead anything. The CRAVE consultant will be hired under a separate contract.

**Question 9:** Scope of Work Article 9.4 indicates a variable number of bridge alternative concepts to be developed and a variable number of shortlisted concepts for detailed analysis; for Cost Proposal purposes only, can the Department identify a fixed number of concepts and shortlisted alternatives to be included in the Cost Detail for the 30% weighted percentage “best value” cost evaluation?

**Answer 9:** See Addendum #2