

ADDENDUM ONE

Date: May 12, 2020

To: All Vendors

From: Brandy Henke, Buyer
 Nebraska Department of Transportation

RE: Questions and Answers for Request for Proposal Number RFP R208-20, Disadvantaged Business Enterprise Support Services Program to be opened May 28, 2020 at 3:00 p.m..

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the RFP.

Solicitation Section Reference	RFP Page Number	Question	Answers
		1. How often is the published list of Nebraska DBE firms updated?	The published list of firms that are certified as DBEs in Nebraska is a report that pulls from NDOT's contractor data management system. It is therefore always current. As new firms become certified and are added to the agency's contractor data management system, they are instantly added to the published list of DBEs.
		2. Given the onerous level of contractor responsibility, what is the anticipated/ predetermined budget for Yr. 1 of this RFP? Even a contract budget range gives bidders the best opportunity to provide a reasonable and desired scope of work.	Recent DBE/SS allocations to Nebraska DOT have been between \$76,000 and \$81,000 per federal fiscal year.
		3. What entity previously provided DBE Supportive services for NDOT?	None.
Terms & Conditions	Pg. 11 (Q.)	4. What provisions as a result of Coronavirus Covid-19, will NDOT allow, specifically as it relates to social distancing and the cohort count of 10 participants plus Contracting team?	It's not possible to exhaustively list every potential allowable method to perform this contract while also accounting for Covid-19 disruptions to normal business practices. NDOT will give consideration to the use of any proposed methods and use of technology which provides for the safety of participants and staff while attaining the objectives of the program.

T's & C's	Pg. 20 (A.)	5. Please define and give example of services that are "completely delivered and finally accepted by the agency" prior to payment.	Prohibition Against Advanced Payment is a Nebraska State Statute requiring services to be completed and approved prior to payment; no payments shall be made in advance of work completion (i.e., contract deliverables/contract lines).
		6. Will NDOT make office/meeting room/training room space available, if needed?	NDOT may be able to make meeting rooms and training rooms available, if needed, and if sufficient notice is given; 2 - 3 weeks notice is necessary depending on room size and prior reservations. Unsure what is meant by "office space" but if it means office or cubicle space for contractors to work out of regularly, then no. If it essentially means "occasional meeting space", then yes.
Program Management Plan	Pg. 23 (G)	7. The bid calls for a finalized Program Management Plan 15 business days after contract award. The plan calls for <u>detailed</u> information regarding training before participants have been notified of the opportunity, identified, interviewed, accepted and evaluated... Is this timeline firm?	This timeline is firm. The development of the detailed Program Management Plan does not require knowledge of the specific program participants or the status of any particular participant firm.
		8. What is the overall annual budget for this project?	See response to #2.
		9. Do firms have to complete all phases in 1 year?	No. There is no set timeline for a participant firm to complete all phases of the program.
		10. Are there to be 10 new, additional firms each year?	No. There would be up to 10 firms enrolled, total, at any given time.
		11. Will the hourly rate include all estimated travel and other direct costs?	Yes.
		12. Are out-of-state firms certified by NE HCRO eligible as part of the 10?	No. Out-of-state firms should take advantage of their home state's DBE Business Development Program.
		13. Are ACDBE firms eligible?	This program is intended for DBE firms doing business in heavy highway construction or a related industry.
		14. What is the current Nebraska DBE goal?	6.21%
		15. The proposal submission requirements (pg 29, a-h) appear to be duplications from the pages in Attachment A Matrix. Are we to insert our responses into the Attachment A or follow the outline of page 29?	Please review Section 1.N. REQUEST FOR PROPOSAL / PROPOSAL REQUIREMENTS items 1 through 5 for the complete list.

		16. Does "graduation" refer to completing the SSP and not graduating out of the DBE program? Please clarify.	In the context of this document, "graduation" refers to completing the SSP.
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This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.