

May 6, 2016

ADDENDUM #1

RFP 16-08 CREEK CROSSING ROAD IMPROVEMENT – DESIGN SERVICES

*******ATTENTION BIDDERS*******

(To be completed and returned with bid response)

1. Q: To be sure we understand the scope, the primary task for the 3,050 feet of sidewalk from Miller Lane to Old Courthouse Road would include the walks, updating curb accessible ramps at all intersections and possible drainage and utility improvements necessitated by and in the vicinity of the new walks; but doesn't anticipate curb and gutter or roadway improvements for this portion. But otherwise, the approximately 2,430 feet of existing road and sidewalk along Creek Crossing from Beulah Road to Fairway Drive does anticipate new roadway, curb and gutter, walks and drainage /utility improvements for the 2,430 feet full length (both sides). Is that a correct understanding of the full scope?
A: This is correct understanding of scope.

2. Q: It appears it could be necessary to obtain road right-of-way or easements on some of the abutting properties. Will any necessary easements or right-of-way be acquired by the Town of Vienna or Fairfax County, as applicable? Will the role of the selected firm be limited to possible plat preparation or is there an expectation the design firm is to also provide deed preparation or easement acquisition services? What will be the role of the selected firm be in acquisition of easements or right-of-way?
A: For areas within the Town, the consultant would be expected to prepare permanent easement or ROW plats only; the Town will handle deed and easement acquisition. For areas within County, the consultant would be expected to provide all aspects of easement acquisition.

3. Q: The RFP states "Expected services under the design phase include, but are not limited to: Construction Administration services". Is it intended that CA services through the end of construction are to be addressed as part of this scope, or will the contact only run though final design, permits and bidding?
A: The scope of this portion of the project should include everything up to, but not including bid advertisement and construction. Services would include engineer's estimates, construction scope and specifications and assistance with bid document preparation.

4. Q: Under expected services, there is an item stated as "utility coordination / relocation services." Will the selected design firm be responsible for working independently with each of the utility companies for coordination and design of their applicable utility relocations; or will the selected firm work in conjunction with a Town/County employee who works regularly with the utility companies? Are there regularly scheduled meetings between any of the utility companies and Town of Vienna or Fairfax County during which this project can become part of the agenda? Will utility relocation happen ahead of the sidewalk and road construction or concurrently with construction? Will the selected design firm be responsible for coordination of utility relocation during construction; or will that be done by the contractor/Town/County?
A: The design firm will be expected to work with each utility for coordination and design. There are no regularly scheduled meetings with the Town and utilities. It is unknown whether relocations will happen prior to construction at this point. However, any relocations during construction will be coordinated by the contractor, with possible design firm assistance.

5. Q: Please clarify if this project (both design and construction) will use any federal, state, or local funding.
A: *The Design is coming from County bond funds; it is unknown at this point whether other funding will be used for construction.*
6. Q: Environmental Services is not listed under Scope of Services. Please clarify if all environmental agency coordination and permitting will be done by others or performed by the Consultant under this contract.
A: *Any necessary environmental services will be part the scope of this project to be performed by the consultant.*
7. Q: Who has maintenance responsibilities for the segment of Creek Crossing at the existing crosswalk?
A: *VDOT maintains the roadway.*
8. Q: Will the pedestrian crossing require a VDOT crosswalk warrant analysis?
A: *Any proposed crosswalk with the Town will not require a warrant; any new crosswalk in the County may require one.*
9. Q: Will the Town rely solely on the consulting team to provide full construction administration services? Or will public works lead this task with support from the consulting team?
A: *Public Works will lead this effort with support from the consulting team; however this portion of the project only includes design and bid preparation.*
10. Q: Could you please confirm the following services may be required for this contract?
- | | |
|------------------------------|----------|
| a. Environmental | Yes |
| b. Geotechnical | Yes |
| c. Arborist | Possibly |
| d. Landscape Architecture | No |
| e. Land Acquisition Services | Yes |
| f. Material Testing | No |
| g. Inspection | No |
11. Q: It is our understanding that new sidewalks are required **on both sides of Creek Crossing Road** throughout the entire project area defined in the RFP. This includes: Installation of new sidewalks where they are currently absent. Replacing existing sidewalks with sidewalks that meet the current standards. Is it the intent of the Town to replace existing trails with new sidewalks or with similar trails?
A: *The proposed project is to replace the existing asphalt trail with an ADA compliant sidewalk. The trail is only on one side of the street. Because of the steep yards and existing ditches, it is likely that curb, gutter, concrete sidewalk and associated drainage system will be needed.*
12. Q: Under “utility coordination/relocation services” will the consultant only be responsible for the design of the relocation of Fairfax County or Town of Vienna owned utilities? Will relocation of any private utilities (power, cable, gas, etc) be handled by the County/Town with coordination by the Consultant?
A: *Utility and relocation services refers to private utilities that the consultant will be tasked with coordinating with utility companies for the design of relocations. Actual relocations are not included in this proposal. Timing and responsibility of relocations will be determined at a later date.*
13. Q: What are the planned “utility improvements” noted in section1? Are there current deficiencies or failed systems or are the ”improvements” the relocation services?
A: *Utility improvements include storm drains and water or sewer relocations.*

14. Q: Will NEPA documentation be required?

A: *It is not anticipated that NEPA requirements will be required. There are no federal funds allocated to the project.*

15. Q: The existing conditions include multiple combinations of sidewalk and joint use trails. Is the intent to provide only sidewalk on both sides of Creek Crossing?

A: *Options remain open for this. Citizen and Council input meetings will determine the final concept.*

16. Q: If required, will the Town be responsible for all right-of-way negotiations and clearing of right-of-way with the Consultant only responsible for surveys and plats?

A: *For areas within the Town, the consultant will only be required to provide survey and plats. Please assume comprehensive ROW consultant services for areas outside of the Town.*

17. Q: "All improvements within the Town will be to Town standards and affected parcels within Fairfax County will be to VDOT and County PFM requirements." We are aware of the VDOT and County PFM requirements and standards. Our questions are: Does the Town of Vienna have a specific and separate standard that is published? If so, is the document available online?

A: *Town has a details and a Public Infrastructure Manual: <http://www.viennava.gov/index.aspx?NID=147>*

ALL OTHER TERMS, CONDITIONS, AND SPECIFICATIONS SHALL REMAIN THE SAME.

A copy of this signed addendum must accompany your response as an acknowledgment of its receipt:

NAME AND ADDRESS OF FIRM:

PHONE #: _____ EMAIL: _____

NAME OF AUTHORIZED REPRESENTATIVE:

Please Print

SIGNATURE: _____ DATE: _____