



Date: September 19, 2018
To: Recipients
**Re: SJTPO Local Safety Program Design Assistance
Questions and Answers**

Q1. Should both project locations be fully discussed in the Technical Approach, or is one being considered the “representative project”?

A1. Yes, both project locations need to be fully discussed in the Technical Approach, as they are both project locations seeking design assistance at this time.

Q2. Has a determination been made regarding the format (AutoCAD or MicroStation) for the design plans?

A2. The Project Sponsor (Salem County) has requested that all design plans be in the format of AutoCAD.

Q3. Is there any type of a cost estimate or a budget or an engineer’s estimate on the project at this time?

A3. Regarding the costs/budget associated with the construction of the roundabouts, a preliminary cost estimate for the construction of each roundabout has been included as attachments in Appendix A. All attachments for Appendix A can be downloaded on the RFP page of [SJTPO’s website](#) under the Local Safety Program Design Assistance RFP.

This technical study will be funded using Federal Highway Safety Improvement Program dollars. Firms are encouraged to submit proposals that reflect the full scope of efforts described in the RFP, including tasks and deliverables associated with both Preliminary Engineering (PE) and Final Design (FD). Also, it should be noted that SJTPO utilizes a two-step, quality-based selection process to procure professional services. First, based on our assessment of the qualifications of responding firms, we will select a firm that we believe is best suited to carry out the scope of work as outlined in our RFP. Second, we will negotiate a price with the selected firm. Because the selection of the firm is based solely on the qualifications of the firm, the budget for the work is not material to selecting the most qualified firm. Negotiations and award of the contract will be to the firm that provides the most advantageous proposal.

Q4. Is the technical study intended to include both Preliminary Engineering and Final Design services? If so, should separate costs be included for each phase?

A4. Yes, the total cost for this effort should separately show key tasks and deliverables associated for the Preliminary Engineering activities and the Final Design activities. The staffing plan as well as the separate, sealed cost proposal should reflect these activities.