

Delaware Department of Transportation

QUESTIONS AND ANSWERS

T201753101.01

PUBLIC PRIVATE INITIATIVE-PORTER SITE PARKING & TRANSIT FACILITY, NEW CASTLE COUNTY

Wednesday, October 26, 2016

Q #	Question	Answer
5	Instructions say to list a minimum of two (2) projects for each for the Principal Participant, Lead Engineer, and each sub-consultant performing more than 15%. What if our team size causes us to exceed the project limit of six (6)? What do we include?	In that scenario you may submit two (2) projects for each of the participating members referenced who will be performing more than 15%. While that does exceed the project limit of six (6), it will be accepted based on the team size.
4	(On Form D) How do I list multiple members of the team as having participated in the listed project?	If multiple team members intend to submit the same project, list the names of each team member on the "Name of Firm" line, list each team member's role on the project, and check multiple boxes if applicable. For purposes of the form, you can use abbreviations for each team member's name.
3	Second block of the Form (D) – does Project Role apply to this assignment or the project description listed? If so, isn't that redundant to the check boxes next to the Project Role line? Or are one of the other intended to be used differently?	Project Role applies to the description listed. Listing the Project Role and checking one of the boxes is not necessarily redundant. For instance, for the listed project the project role could have been the Construction Manager, but not one of the Principal Participants. The check boxes are intended to help define the firm's role on the listed project.
2	Can you provide a sample of a completed Form D?	There is no sample form available.
1	Sections 3.5.3 (f) & g) (which are duplicative) request “Notarized Power(s) of Attorney for each Principal Participant indicating the authority of the Principal Participant’s representative to sign for that Principal Participant.” Do you have a sample power of attorney acceptable to DelDOT that we can use for this section?	There is no preferred Power of Attorney (POA) Form. A letter must indicate who has authority to sign contract documents on behalf of the company and it must be notarized.