

**TOWN OF LEESBURG, VIRGINIA
REQUEST FOR PROPOSALS**

**ENGINEERING DESIGN SERVICES FOR MORVEN PARK ROAD AND
WEST MARKET STREET SIDEWALKS**

RFP NO. 14301-FY18-06

Addendum #2

September 21, 2017

Questions and Answers:

Question 1: Can the organization chart be separate from the 10 page maximum restriction?

Answer 1: No.

Question 2: Can we provide SCC information and DPOR information in a chart, or spreadsheet, format?

Answer 2: Yes. Information required in the chart must include:

- **SCC Registration**
- **Business Name, SCC Registration Number, Type of Corporation, Status of Business Entity**
- **DPOR Registration (Business)**
- **Business Name, Address, Registration Type, Registration Number, Expiration Date**
- **DPOR Registration (Personnel)**
- **Personnel Name, Office Location, Address, Registration Type, Registration Number, Expiration Date**

Question 3: Who is responsible for ROW acquisition?

Answer 3: The Town will handle all ROW acquisition; however, the design firm will provide support services such as preparing easement plats as necessary.

Question 4: Is there a DBE participation requirement?

Answer 4: No.

Question 5: What is the funding source for the projects?

Answer 5: Northern Virginia Transportation Authority (NVTA) 30% funds are the sole funding source for both projects.

Question 6: Do you anticipate state or federal matching funds for this project that will require environmental studies?

Answer 6: No.

Question 7: Are right-of-way acquisition services to be provided by the Consultant? Or will the Town coordinate those services?

Answer 7: Please see Answer 3.

END OF ADDENDUM #2