**TOWN OF PARIS, MAINE**

**QUESTIONS AND RESPONSES**

**FOR**

**MaineDOT Service Number 103.60**

**RFP Name: Market Square Project**

**Can you clarify the scoring criteria? That RFP states that proposals will be scored use a 100-point scale, but the points given exceed 100.**

*The scoring criteria should be as follows:*

1. *Proposer’s Qualifications (20 points)*
2. *Proposer’s Experience (30 points)*
3. *Proposer’s Understanding of, and Proposed Approach to, the Project (40 points)*
4. *Proposer’s Ability to Control project Schedule and Costs (10 points)*

*The scoring criteria listed here will supersede the criteria in the original RFP.*

**Is the Appendix A – Proposer’s General Information Form referenced in the RFP the same as the Proposer’s General Information Form found here:** <https://www.maine.gov/mdot/lpa/lpadocuments/>

*Appendix A referred to in the RFP does refer to MaineDOT’s Appendix A and can be found under Consultant Procurement using the following link.* <https://www.maine.gov/mdot/lpa/lpadocuments/>

**Can you clarify the number of projects we should include in the proposer’s experience section? Do the five projects include projects from just the prime consultant (with the option to include additional projects from any subconsultants) or should we only include five projects total?**

*The number of projects should be limited to five (5) relevant projects per consultant team.*

**Has there been any prior transportation studies completed for this Market Square intersection area?**

*The client team is not aware of any study that has been conducted within the last 10 year period.*

**Please confirm no hard copies of the proposal are required and only an electronic PDF copy is required via email submittal.**

 *No hard copy of the proposal is required.*

**Under the RFP Section 6, Part A of the Technical Proposal Submission Package, submission of the general information form (Appendix A) is required. That document appears to be missing from the RFP package. Can you please provide this form?**

*Appendix A referred to in the RFP does refer to MaineDOT’s Appendix A and can be found under Consultant Procurement using the following link.* <https://www.maine.gov/mdot/lpa/lpadocuments/>

**Task 3 mentions “…evaluate existing traffic and safety performance of Market Square which will include a site review and safety audit previously referenced with appropriate stakeholders.” Can you clarify if the safety audit is something that the Town has already completed, or if the consultant should anticipate performing a safety audit?**

*A recent safety audit has not been conducted. It is expected that the consultant will lead a safety-focused site walk or formal Road Safety Audit as part of this study.*