



August 12, 2010

Thank you for your interest in High Point's Johnson Street – Sandy Ridge Road project!

Please note a few things as you read through the RFQ. First, the deadline for submittals is **Friday September 24, 2010 at 5 pm**. From the initial release date of August 11, this provides more than six full weeks to respond. There will be no exceptions to this deadline unless some unforeseen procedural problems are encountered, and if this occurs you will be given ample notice of a revised submittal date.

Second, this project is being administered by the City of High Point, but a substantial part of the funding is through NCDOT. Their staff will be assisting in the review and selection process and will be active participants throughout, from start to finish. If in doubt about any part of the submittal requirements, please treat this as you would other RFQs issued by NCDOT. If you can meet their requirements for similar projects, more than likely High Point's objectives will also be satisfied.

Third, note that we have posted various references, reports, functionals, and other information in this folder (in addition to the listings below) that may be useful in proposal preparation. We have also established an email address for questions: jssrr.hp@highpointnc.gov. Please use this to ask specific and relevant questions about the project. We will respond to each question individually, but will also post all Q&A weekly on the website.

Fourth, note that we are only asking for one hard copy of your proposal. We hope this works to lower production costs while greatly reducing the submittal material that we have to count, process, copy, distribute, store, etc. However, don't forget to include a digital version on CD! We will not be accepting these after the September 24 deadline by email or FTP download.

Lastly, we anticipate a huge response to this project. Everyone on the Review Committee has other duties and responsibilities, so it will take several weeks to thoroughly review, score, and rank the proposals we receive. Do not expect a decision before early November. All respondents will be notified of the results as soon as they are available.

Again, your interest in High Point and this very important project is appreciated. We look forward to reviewing your qualifications proposal.

Mark V. McDonald, P.E.
Transportation Director
City of High Point Department of Transportation

The following references and websites may be useful in proposal preparation. They are provided for information and general guidance purposes only, and are not intended to be mandatory or all-inclusive. The City of High Point is not responsible for content or for website addressing changes or errors.

References for consideration

North Carolina General Statutes, including but not limited to

- 143-64, Parts 31 and 32
- 113A, Article 4

Code of Federal Regulations, including but not limited to

- Title 13, Part 121
- Title 23, Parts 140 and 172
- Title 49, Parts 18 and 18.36

United States Code, Title 40, Chapter 11, Section 1101-1104

North Carolina Department of Transportation's Policies and Procedures for Major Professional or Specialized Services Contracts

National Environmental Policy Act of 1969 (NEPA)

North Carolina Sedimentation Pollution Control Act of 1973

Office of Management and Budget (OMB) Circulars, including but not limited to

- Circular A-102 "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"
- Circular A-87 "Cost Principles for State, Local, and Indian Tribal Governments"
- Circular A-133 "Audits of States, Local Governments, and Non-Profit Organizations"

Federal Single Audit Act Amendments of 1996

Websites

www.fhwa.dot.gov/legregs/directives/fapgtoc.htm

www.whitehouse.gov/omb/circulars/index.html

www.fhwa.dot.gov/legregs/legislat.html

www.ncleg.net/gascripts/Statutes/Statutes.asp

www.ncdot.org/doh/preconstrut/ps/contracts/sp/2006sp/municipal.html

www.ncdot.org/business/ocs/pef/

<https://apps.dot.state.nc.us/vendor/directory/>

<http://www.greensboro-nc.gov/departments/GDOT/divisions/planning/metro/projectsandstudies/Study.htm>

<http://www.partnc.org/HOT.html>