

Q & A from Economic Stimulus DBE Information Session held 3/06/09

- Q. The prime has 10 days to identify the DBE subcontractor once they have been awarded the project. What if the prime says they could not find a DBE subcontractor within those 10 days?
- A. The prime must submit specific proof that they made a good faith effort to reach out to DBE's. They may be given another opportunity to provide a DBE if not able to provide one in the 10 days. Good faith effort must be provided at the time of bid or the prime will be deemed irregular.
- Q. Is there a way to know if there has been an addendum to a contract if you did not purchase plans?
- A. No addendums will be allowed on stimulus projects. However, on all other projects you can call our office to see if addendums were made.
- Q. Is the list of ARRA projects public knowledge?
- A. No. But some information is available on the Governors website and the FHWA website. The list of projects will be added to the website as they are advertised and will be identifiable with the letters RRA included in each number.
- Q. What is design/build?
- A. When a company is hired to handle a project from design through construction or from concept to completion.
- Q. Has there ever been an instance where primes and DBE's have been brought together to network?
- A. Yes. And we are looking to do partner with the DCA on this in the near future for the ARRA.
- Q. Those reporting requirements are for DelDOT? Is everyone responsible for reporting to DelDOT? Is there a standard form?
- A. We are working on a form. All contractors (both prime and sub) participating on ARRA projects will be required to report to DelDOT. DelDOT will then be responsible for relaying that info to the FHWA.
- Q. When you say "exempt", what does that mean? (referring to the Federal Aid Project No. for example EBRN-S050(12))
- A. The "E" in above example indicates that this project is exempt from full federal oversight during the award process.

- Q. Since you don't have to be a prime to purchase plans, is there a way to identify who purchased plans with the intent of bidding as a prime?
- A. Although this information is not indicated on the list, you may call our office and we can give you an idea of who may be bidding as a prime.
- Q. Do you have to fill out a bidders registration form for each job?
- A. No. You do need to re-register every 2 years though.
- Q. How would a company verify what they are registered for?
- A. By calling Scott Gottfried at (302) 760-2033.
- Q. Could you expand on the process of how to purchase plans?
- A. If interested in purchasing plans, please call or stop by the DelDOT Administrative Office.
- Q. Does the state have to make a match to what the feds provide?
- A. No. The money given through the ARRA is all Federal.
- Q. I called for plans; they asked if I was bidding as a sub or prime. Why do they ask for this information?
- A. This is asked just for our information. When someone else calls to ask who may be bidding as a prime, we will have a better idea.
- Q. May one bid as a prime and a sub?
- A. Sure. You can bid as a prime or as a subcontractor on any of our contracts.
- Q. On your reporting, government projects state that you have to turn in certified payrolls in order to be paid.
- A. Each prime and sub is required every month on ARRA projects to turn in certified payrolls. Non receipt of payrolls may result in the nonpayment to the contractor.
- Q. What is the typical turnaround time for DelDOT to pay the prime?
- A. No more than 30 days.
- Q. Back to when you were talking about buy American; how does that work if a competing bidder is using steel from a foreign supplier?
- A. Every prime has to submit a source of materials list to DelDOT for approval. These materials must be approved by DelDOT before they can be used. A bidder offering foreign materials will be disqualified or we will ask the prime to replace the foreign materials with domestic, unless otherwise approved by DelDOT.

- Q. Regarding invoicing the prime consultant; when I submit my invoice to the prime, how long until I am to be paid?
- A. All subcontractors and suppliers are to be paid within 30 days of receipt of payment from DelDOT. Bring any nonpayment to our attention. You may want write the payment schedule into your subcontract agreement. Try to establish what the primes billing cycle is and then invoice them just prior to their cycle date.
- Q. For Professional Services, is there a way to find out the primes contact information? This is not on the shortlist, which you publish online.
- A. Call our office and we can provide you this information.
- Q. How does the OJT manual affect the DBE?
- A. The manual is given to all those who purchase plans and only affects you if you bid as a prime. As a marketing effort, you can offer to host the trainee for a given project. By doing so you offer not only quality service, but you also satisfy the DBE goal, and the OJT requirement for that project. This relieves the prime of requirements and adds more value to your contract.