REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGEMENT SERVICES FOR THE W-6 UPPER SEGMENT: HIGHWAY 90 TO SW MILITARY DRIVE SEWER MAIN PROJECT

ADDENDUM #2

July 22, 2019

This addendum includes a revision to the RFQ.

QUESTIONS AND RESPONSES

1. Referring to page 16 of the RFQ with respect to the Exhibit A – Insurance Requirements: Our firm does not have any current contract that requires the level of Professional Liability (PL) insurance proscribed by paragraph 1.a.5). We have contacted our PL carrier and they have certified that they will write our firm a policy should the contract be awarded. With regard to PL insurance, if we include the certification from our carrier to indicate our ability to provide the requested level of coverage, will we have successfully responded to the requirement?

Yes. See #4, Changes to the RFQ within this Addendum.

2. Referring to the Attachment V – Project Tables and the Evaluation Criteria for presenting either Prime Firm or Subconsultant Firm similar projects and past performance:
   • Per RFQ page 11, paragraph II.C.1) (as amended by Addendum 1), as Prime firm, we are prepared to present five (5) relevant projects.
   • Per RFQ page 11, paragraph II.C.1) (as amended by Addendum 1), we have a Key Subconsultant. For the Key Subconsultant we are prepared to present two (2) relevant projects.
   • Per the Power Point presentation from the Pre-submittal meeting:
     o Using Project Table identify 5 similar projects completed within the past 15 years.
       ▪ Three (3) Projects for Prime Consultant (without Key Subconsultant)
       ▪ Two (2) Projects by Prime or Key Subconsultant
     o If Key Subconsultant will perform a significant role, identify three (3) additional relevant similar projects completed within the past 15 years.
       ▪ Identify Key Personnel ...
   • Per Attachment V – Project Tables are numbered 1 – 5, with three of the tables (tables 1-3) entitled Prime and two of the tables (tables 4-5) entitled Prime or Key Subconsultant.
   • We have a Key Subconsultant to fill the role of Senior Construction Inspector. As such, we are prepared to present two (2) relevant projects within both of which the candidate Senior Construction Inspector has participated.
     o These are the same two projects identified earlier for our Key Subconsultant firm.
   • For our above-described circumstance, with only 5 Attachment V project tables provided, please validate or clarify our assumptions below:
It is acceptable for the two (2) relevant projects submitted for the Key Subconsultant firm will also be the same two relevant projects submitted for the Key Subconsultant Senior Construction Inspector.

The final required number of relevant projects the Prime firm and Subconsultant firm we will present for a responsive submittal is five (5) … three (3) from the Prime firm and two (2) from the Key Subconsultant firm.

The final required number of relevant projects is five (5) with three (3) projects from the Prime firm and two (2) projects from the Key Subconsultant firm. Please review all other requirements in this section.

3. On the Pre-Solicitation presentation lists Similar Project & Past Performance at 20 points yet on P.10 of the presentation Similar Projects and Past Performance is valued at 25, can you please confirm which value is correct and list correct values for remaining criteria?

The RFQ is correct. Similar Projects and Past Performance is valued at 20 points. The PowerPoint was incorrect. Corresponding value for remaining evaluation criteria is shown in the table below:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Weight (points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Experience and Qualifications</td>
<td>30</td>
</tr>
<tr>
<td>Project Approach</td>
<td>30</td>
</tr>
<tr>
<td>Quality Control Plan</td>
<td>5</td>
</tr>
<tr>
<td>Small, Minority, Woman and Veteran Owned (SMWVB) Business Participation</td>
<td>15</td>
</tr>
</tbody>
</table>

4. Page 3, Background. Can SAWS clarify the location of the wastewater line that will be open cut?

The segments proposed to be installed via open cut are the tie-in between the W-6 Upper and the W-1 Lower Segment Project (approximately 400 LF of 78-inch gravity sewer pipe) and the 60-inch gravity sewer pipeline east of the Nelson Wolff Stadium.

5. Page 6 Item 5.h. Perform specialty testing during construction, as required. Can SAWS provide clarification on examples of what might be considered specialty testing?

Specialty testing, if necessary, will be on an as needed basis. Examples of specialty testing may include, the monitoring for subsidence along routes, specifically at structures, as well as collecting and monitoring piezometer data.

Page 10 of the RFQ. Team Experience and Qualifications. Will SAWS allow the organization chart to be submitted on an 11”x17” page?

Yes. (8 ½ by 11 is also allowed, but not in addition to an 11 x 17 page).

And in conjunction with that can the narrative for items 1 and 2 of the Team Experience and Qualifications be allotted 3 full pages.

No, two (2) pages is sufficient to describe the composition of the proposed team, role and responsibility of team members, teeming history, and approach for ensuring successful completion of the project.
6. Page 10 of the RFQ. Team Experience and Qualifications. Will SAWS allow the organization chart to be submitted on an 11”x17” page?

Yes.

7. Page 11 of the RFQ. Similar Projects and Past Performance. The allowable page limit for this section is more than 5 pages correct?

See Required Documents Matrix inserted as part of this Addendum. These are required documents and do not count towards the page limit. Also, see response to the 2nd question as part of #7.

Five one-page tables for the prime and for each sub with a significant role 3 additional one-page tables are allowed?

Correct. The three (3) additional one-page tables are allowed, but are optional if the team has met all requirements of this section.

8. Page 11 of the RFQ, 4. Project Approach states:

Describe Respondent’s team approach to supporting as an independent party the preparation of design deliverables and contract documents to meet deadlines associated with fast track schedules without compromising the quality of work products. Include schedule risks and mitigation measures, schedule recovery approach and other issues relative to schedule maintenance on similar projects.

Since the CM firm selected will not be preparing the design deliverables and contract documents should this read instead?

Describe Respondent’s team approach to providing Construction Management including pre-construction services to meet construction deadlines associated with fast track schedules without compromising the quality of work products. Include schedule risks and mitigation measures, schedule recovery approach and other issues relative to schedule maintenance on similar projects.

See #2, Changes to the RFQ of this Addendum.

9. As per Section IV. B. 4 of RFQ, responses are limited to a maximum of twenty-four (24) pages per proposal. Each section of proposal required in the “Evaluation Criteria Summary” Table (per Section II. C) adds up to 25 pages if we use the maximum page limit for each. We would like to know if the maximum pages per proposal are meant to be 25 pages instead of 24 pages?

25 pages due to the addition of a resume from the Environmental Health and Safety Lead within this Addendum. See #7 and #8 of Changes to the RFQ.

Also, see #1 Changes to the RFQ of this Addendum for guidance on page count.

10. I have looked on the Website but do not see a link to be able to allow me to download Kimley -Horn’s 30% design package. Can you help direct me to that so we can download it?

See #1 of Clarifications and #3, Changes to the RFQ, within Addendum 1.
1. **Table of Contents, Attachments, insert Attachment IIA Required Documents Matrix.**

2. **Page 11, Section II. C. Evaluation Criteria Summary, Project Approach, 4), first sentence, is amended to read:**

   Describe Respondent’s team approach to supporting SAWS as an independent party by performing technical and constructability review of design deliverables and contract documents to meet deadlines associated with fast track, schedules without comprising the quality of work products.

3. **Page 16, IV. C.. Response Format, #8 header is amended to read:**

   Quality Control Plan

4. **Page 16, V. A. Exhibit A- Insurance Requirements is amended to read:**

   Respondent shall submit a current copy of a Certificate(s) of Insurance giving evidence of the various lines of Respondent’s commercial insurance coverage currently in force that meets the insurance requirements or provide a letter from Respondent’s insurance carrier confirming that the coverage required can be provided as outlined within Exhibit A. Respondent should review the SAWS website at the following link: [http://www.saws.org/business_center/contractsol/forms.cfm](http://www.saws.org/business_center/contractsol/forms.cfm) for instructions on how to prepare the certificate of insurance.

5. **Page 30, Submittal Response Checklist, remove and replace with the revised version attached to this Addendum. Respondents should use this version when submitting for this RFQ.**

6. **Insert Attachment IIA, Required Documents Matrix after the Submittal Response Checklist. Respondents should reference this document when preparing their proposals.**

7. **Page 4, Addendum 1, #5 modifying the sub-bullet of 1) within Section II. C. Evaluation Criteria Summary, Team Experience and Qualifications is amended to read:**

   1) Respondent shall provide an organizational chart identifying:

   - All proposed Key Personnel to include Respondent’s personnel, as well as Key Subconsultants who will work on the project
     - Key Personnel include, at a minimum, the, Resident Project Representative, Senior Construction Inspector, Constructability Lead, Cost Estimator, Risk Manager, Geotechnical Engineer, Geologist with extensive knowledge of local geology, Environmental Health and Safety Lead, and Project Scheduler.
     - Key Subconsultant is a subconsultant that will have a significant role in the review of design deliverables and/or the construction phase of the project.
   - Percentage of time each Key Personnel will be committed to the Project, as well as their role, and geographic location.
   - Organizational chart may be prepared using 8 ½ X 11 OR 11 X 17 page.

8. **Page 4, Addendum 1, #6, modifying the first paragraph of #3 within of Section II. C. Evaluation Criteria Summary, Team Experience and Qualifications, is amended to read:**
3) Provide 1-page resumes for the following Key Personnel to include the Resident Project Representative, Senior Construction Inspector, Constructability Lead, Cost Estimator, Risk Manager, Geotechnical Engineer, Geologist, Environmental Health and Safety Lead, and Project Scheduler. The Resident Project Representative’s resume should be included first.

END CHANGES TO RFQ

No other items, dates, or deadlines for this RFQ are changed.

END ADDENDUM #2
Attachment III
SUBMITTAL RESPONSE CHECKLIST
Rev. 7/22/19

Project Name: Construction Management Services for the W-6 Upper Segment: Highway 90 to SW Military Drive Sewer Main Project (Q-19-008-DW)

Firm Name: __________________________________________________________

Use the checklist below to ensure that the proposal is complete by checking off each item included with within Respondent’s Proposal.

The following items are included:

☐ Attachment IV– Respondent Questionnaire
☐ Organizational Chart and Team Experience and Qualifications
☐ Resumes for Key Personnel
☐ Attachment IV - Evaluation Criteria Forms/ Sub-consultant Table
☐ Attachment IV - Evaluation Criteria Forms (5 Project Tables required; maximum 8)
☐ Project Approach
☐ Quality Control Plan
☐ Exhibit B – Good Faith Effort Plan
☐ Exhibit C – Conflict of Interest Questionnaire
☐ Copy of Current Certificate of Liability Insurance or Letter of Insurance Agent
☐ Completed and signed W-9 Form
☐ CD or USB of all documents within the Original Proposal
(Reference Required Documents Matrix when preparing proposal.)

Sign and date this form and include this page with proposal.

I certify that the proposal submitted includes the items as indicated above.

___________________________  __________________________
Signature  Date

___________________________
Printed Name

___________________________
Title
## “Attachment IIA”
### Required Documents Matrix

<table>
<thead>
<tr>
<th>Documents</th>
<th>Section within RFQ</th>
<th>Page # within the RFQ</th>
<th>Counts Towards Page Limit</th>
<th>Required Document(s) - Does Not Count Towards Page Limit</th>
<th>Total Pages</th>
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<tbody>
<tr>
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<td>IV. C</td>
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<td>Tabs/Dividers and Introductory 1 page Cover Page to Submittal</td>
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**Total Page Count:** 25