



REQUEST FOR QUALIFICATIONS

2017 Pipelines Engineering Services Work Order Contracts

Solicitation No.: PS-00035

Addendum 3

October 25, 2016

QUESTIONS AND ANSWERS

1. Can you confirm that resumes do count towards the 20-page limit for PS-00035?

Answer: Yes, resumes do count towards the 20-page limit.

2. (RE: Page 2, C.1.) Disclosure of Interested Parties (Form 1295). Although this is listed under “Additional Requirements” and noted that “business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number.” There are no directions in the Submittal Response directions as to where/ in what Section we should include this form. May we include under a separate tab along with Other Required Documents, such as Exhibit A, B and C? Please advise.

Answer:

This form is only submitted with a signed contract and is not required with the Respondent’s submittal.

3. (RE: Page 6, IV.B.4.) Although RFQ states “Cover letter, cover page, table of contents and tabs do not count towards (20 page) limit.” The next sentence reads: “Number each page starting with the cover letter, including text charts and graphic images.” Please clarify, as it appears the Cover Letter counts towards the page count.

Answer:

You must number each page starting with the cover letter, including charts and graphics. This does not count towards the 20 page limit.

4. (RE: Page 8, C.6.g.) Regarding adherence “to creating Independent Cost Estimates derived through RS Means identified in the Additional Requirements section.” Are we to include an additional Cost Consultant/team member outside of our firm to provide an independent cost estimate, or may we use our in-house cost estimator to supply cost estimates based on RS Means’ most current publication? Please advise/clarify.

Answer:

Selected firms may use a subconsultant or in-house cost estimator, but the independent estimate must be derived through RS Means. RS Means can be done by sub or prime, but prime is still ultimately responsible and may need to do a cover letter showing they agree with estimate if it is done by subconsultant.

5. **Sub-Consultants.** In considering sub-consultants for our proposed team, are there any issues that may preclude a potential sub-consultant from joining our team? For example, a sub-consultant who may currently be working on a SAWS project, such as the Central Basin project, would this be construed as a conflict of interest? Please advise.

Answer:

The BPC(s) will not be eligible to design wastewater collection system projects (either a prime design firm or as a member of any team providing design services) which were part of the alternatives analysis work in the sewershed where they served as the BPC. The BPC will be allowed to perform design work in any basin if the project did not originate as part of the alternatives analysis. The BPC will be allowed to design alternative analysis projects in sewersheds where they did not serve as the BPC.

Sub-consultants on a BPC team are eligible to provide design services on any future wastewater collection system project provided that their work does not exceed 15% of the total BPC’s contract value. Where the sub-consultants work exceeds 15% of the total BPC’s contract value, future design work in each sewershed is restricted as if the sub-consultant were the BPC as stated above.

6. Please confirm: one original hard copy, one CD and 8 additional hard copies are required.

Answer:

Yes. Reference the Instructions to Respondents, IV. Submitting a Response for detailed information (page 6)

7. Are resumes counted towards 20 page limit?

Answer: Reference Question 1 for response.

8. Solicitation PS-00027 was released before this solicitation, but the deadline is earlier for this solicitation, please confirm Nov 1 due date.

Answer: Submittal deadline is November 1, 2016 by 2:00 p.m. (CT)

9. Solicitation PS-00027 requires electronic submission, whereas this solicitation requires hard copies, just checking.

Answer: This solicitation requires hard copies only.

END OF QUESTIONS AND ANSWERS

CLARIFICATIONS

1. The SAWS Professional Services Agreement, which is attached to the RFQ issued October 11, 2016 includes changes to both the Agreement and Exhibits I and II relating to the requirement to utilize the Internet-Based Project Management System (CPMS). Please see Attachment A attached to this Addendum, which summarizes the modifications.

END OF CLARIFICATIONS

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

END ADDENDUM 3

ATTACHMENT A
Summary of Modifications to the SAWS' Professional Services Agreement

Page	Section	Modification
3	I. Scope of Work, J.	The requirement to utilize the Internet-Based Project Management System (CPMS), which was previously found in Exhibit I, was relocated within the Agreement to section I. Scope of Work.
3	I. Scope of Work, J.	CPMS service levels (SL) were added to the CPMS requirements for taking review action and processing construction submittals, RFIs, RFPs, change orders, and scratch sheets. In addition, all independent cost estimates for RFPs or change orders must be prepared utilizing RS Means.
7	V. Compensation, A.	CPMS project-related actions were inserted as it relates to timely and proper completion of the Consultant's obligations to SAWS.
3	Exhibit I, Section 7 - Payments Withheld, 7.7	Payment to Consultant may be withheld if action is not taken in CPMS per the service levels identified in I. Scope of Work.
1	Exhibit II, Scope of Services, paragraphs 4 and 5	Consultant signature required acknowledging CPMS service levels as part of the issuance of the Work Order.
11	Exhibit II, Scope of Services, D. Bid Phase, 5.	Consultant required to provide SAWS with an Excel spreadsheet specifying all bid items, quantities, etc.
12	Exhibit II, Scope of Services, E. Construction Phase, 5.	Insertion to take appropriate CPMS Action when reviewing Contractor's Submittals.
13	Exhibit II, Scope of Services, E. Construction Phase, 7.	Consultant to take review action within CPMS when evaluating RFI's, RFP's, Change Orders or the substitution of materials and equipment per the CPMS service levels in Section I. J., as well as provide cost estimates based on current RS Means publication.
13	Exhibit II, Scope of Services, E. Construction Phase, 8.	Requirement added to ensure Consultant reviews construction estimates submitted by the Contractor and takes review action in CPMS per the service levels.