



REQUEST FOR QUALIFICATIONS

2018 PIPELINES ENGINEERING SERVICES WATER CONDITION IMPROVEMENTS WORK ORDER

Solicitation No.: PS-00057

Addendum 1 | December 4, 2017

CHANGES TO THE RFQ

1. Item 3 of the Experience and Qualifications noted on the table located on page 7 of the RFQ, Section IV. Submitting a Response, Subsection C. Response Format and Item 3 of Attachment C, are modified to read as follows:
 3. Provide resumes of not more than **one (1) page** per person on the capabilities, and experience of each team member. Resumes should include the team member's name, title, education, and brief overview of professional experience. On a separate 8 ½" x 11" sheets, provide resumes for each key team member identified in the organizational chart, not to exceed one (1) page with the Project Manager's resume being first. Please submit no more than five (5) resumes. Team member resumes should include the following:
 1. Name, title, education
 2. Number of years of total professional experience
 3. Number of years/months with current firm
 4. Description of professional qualifications (to include licenses, certifications, and associations)
 5. Brief overview of professional experience
 6. Detailed description of capabilities and experience relevant to the Scope of Services requested within this RFQ
 7. List of all other active projects the team member is assigned to for the duration of the Project, to include the phase and percentage of time allocated to each of the other projects. For each project included in each resume, please clearly identify whether the project is with current firm or part of the person's past professional experience
2. Attachment E, Work Order Implementation Approach Form, is hereby deleted in its entirety and replaced with the attached revised Attachment E, Work Order Implementation Approach Form of this Addendum.

END CHANGES TO THE RFQ

QUESTIONS AND ANSWERS

1. **Question:** Can you please clarify for the following requirement if resumes should be one or two pages?

Answer: The resumes requested in item 3 of the Experience and Qualifications section should not exceed one (1) page. Refer to Item #1 above in Changes to the RFQ on this Addendum for clarification.

2. **Question:** Is the referenced RFQ for pipeline work or does it include pump stations and tanks too? I asked because the work description refers to “facilities” which could include both.

Answer: The project does not include treatment or pump facilities, only pipeline work

3. **Question:** Several of the items in which you require responses are limited to 800 characters. This is equivalent to a small paragraph that has only a few sentences. This makes providing an adequate response very difficult. Is it possible to increase the character count to 2400 so that we can provide you with the information you seek?

Answer: Refer to the attached revised Attachment E, Work Order Implementation Approach Form of this Addendum 1 for this change.

4. **Question:** The table regarding our performance in providing adequate cost estimates requires the projects we list be the same as those we list in in the section 3 on “past projects and performance”. This is difficult as the projects presented in the OPCC table must be completed projects since we must provide change order information, and this can only be done if the work is finished. This has proven to be difficult as the duration of these projects, in a lot of cases, exceeds the limits imposed by the RFQ. Is it possible to waive the requirement mandating that the projects used for the OPCC table be the same as those used to describe our experience and our past performance? If allowed, we can provide projects that are more recent and more relevant.

Answer: The requirements referenced will not be waived for this solicitation/RFQ.

END OF QUESTIONS AND ANSWERS

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

END ADDENDUM 1

Attachment E

Work Order Implementation Approach Form

When responding to the questions below, use only the space provided in this form, unless otherwise indicated. If all fields are not completed, the proposal may be found to be non-responsive. It is not acceptable to indicate "see attached" as a response to this form. Spatial limitations are in place to ensure consistency and conciseness with responses. Character limits include spaces. Text is restricted to Arial, 10 point font.

1) Describe the methods you will implement to quickly understand the scope of an assigned work order as issued by a SAWS Project Manager and the steps to quickly determine the hours required to complete work order and deliver a lump sum price per task. This page is limited to 2,880 characters

2) *Identify your approach to facilitating the regulatory process, including county, state, and federal agencies as may be required by SAWS projects. 2000 character limit.*

3) *Describe any potential alternative innovative approaches to accomplishing the assigned work orders. 2000 character limit.*

4) *Please provide an approach on how you would provide the engineering services required when multiple work orders are issued concurrently 2000 character limit.*

5) *Please provide a detailed work plan explaining how the Respondent would complete this project as described in this Scope of Services. The work plan should include a proposed timeline. Emphasis should be given to maximize efficiencies in procedures in order for SAWS to meet its goal in a timely manner. 2000 character limit.*

6) *Describe how your firm will adhere to and monitor the service levels identified in the Additional Requirements section. 2000 character limit.*

7) *Describe your firm's approach, including quality management plan, to preparing accurate independent cost estimates derived through RS Means for change orders during the construction phase of the project. How will your firm ensure that the estimate for change orders reflect local market conditions? 2000 character limit.*

8) *Describe innovative ways in which your firm can expedite the execution of change orders.
2000 character limit.*