



REQUEST FOR QUALIFICATIONS

Mitchell Lake Landscape Design

Solicitation No.: Q-18-004-JP

Addendum 1 | May 25, 2018

CLARIFICATIONS

1. [“The Dirty Dozen”](#) article provides a list of plants that are not recommended for this Project.

END CLARIFICATIONS

QUESTIONS AND ANSWERS

1. **Question?** SMWVB requirements – does the 5% small business designation count towards the 40% goal; or is it in addition to the 40% goal?

Response The 5% small business designation counts toward the 40% goal. The 5 potential small business points are also part of the maximum amount 15 SMWB points, not in addition. The maximum number of available points is still 15.

2. **Question?** Do we need letters from our references, or just contact information?

Response: This solicitation is requesting only the contact information for three (3) confirmed client references, preferably from the three (3) project examples you provide. A reference letter is not required.

3. **Question?** What is the minimum font size for the response?

Response: This solicitation does not have any requirements regarding font size. Respondents are requested to utilize their judgement regarding font size. Please take into consideration the submittal requirements listed in Section IV, Submitting a Response.

4. Question? Do you prefer single-sided pages, or are double-sided pages permissible?

Response: Only **electronic** submissions are accepted for this solicitation. See the submittal requirements of the solicitation listed in Section IV, Submitting a Response. If any hard copy submittals are submitted in error, the submissions will not be evaluated for consideration.

5. Question? Do you anticipate presentations to other groups besides SAWS (COSA, SARA, “Friends of...”, etc.)

Response: SAWS would like to coordinate a presentation for the Mitchell Lake Audubon Center board and one other presentation to interested stakeholders such as SAWS affiliated nonprofit groups.

END OF QUESTIONS AND ANSWERS

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

END ADDENDUM 1