



W-52 CULEBRA CREEK SEWER CAPACITY RELIEF
Solicitation No. PS-00113

ADDENDUM NO. 1
August 2, 2021

To Respondent of Record:

RESPONSES TO QUESTIONS

- 1. Can you please provide a list of the BPC team members and their percentage of work so we can confirm the 15% or less requirement for subs?**

Firms in need of this information should reach out directly to Marisol Robles, SAWS' SMWVB Program Manager, who can confirm BPC team members percentage of work towards the overall contract value. Her contact information may be found on the Good Faith Effort Plan.

- 2. Can you please confirm if the project approach is five (5) pages total that includes an 11x17, or is the 11x17 in addition to the five (5) pages, so six (6) pages total? Also, the submittal checklist on page 31 states the approach is six (6) pages, but the table on page 17 states five (5) pages. Please confirm the total page allocation for the approach.**

The page limit is fifteen (15), not including required documents. Reference page 22, section IV. Submitting a Response, B.3. of the RFQ that identifies documents that do not count towards the maximum page limit. SAWS will allow five (5) pages for the Project Approach (1 of which will be a 11 x 17). See #6 and #10 of Changes to the RFQ within this Addendum.

- 3. Regarding page limitations, on page 22 of the RFP under item 3, it states the proposals are limited to 17 pages total excluding the required forms, however, the page allocation on the table provide on pages 15-19 doesn't add up to 17 pages. Please confirm the total page amount.**

See response to Question #2.

- 4. Regarding resumes, on the submittal checklist on page 31, it states resumes are eight (8) pages, but the table on page 15 states six (6) pages for resumes. Please confirm the resume page count.**

Resumes are limited to six (6). See #10 Changes to the RFQ within this Addendum.

- 5. Is it acceptable to use the 11x17 page in the approach for something other than the schedule?**

11" x17" will be permitted for drawings, where warranted.

- 6. Which set of page limits is the correct format to use from the Evaluation Criteria or the Submittal Response Checklist?**

See #6 and #10 of Changes to the RFQ within this Addendum.

- 7. The Good Faith Effort Plan (GFEP) forms state Exhibit A instead of B, will this be updated?**

Yes, please see #3, #4, #5, and #9 of Changes to the RFQ within this Addendum.

- 8. The project approach states that the page limit is 5 pages, including 1-11x17. Does that mean it should be a total of 5 pages (to include 4-8.5x11 pages and 1-11x17 page) or a total of 6 pages (to include 5-8.5x11 pages and 1-11x17 page)?**

See response to Question #2.

- 9. On Page 1 of the RFQ refers to BPC East West Package 2 Project, assuming this is typo, should refer to W-52.**

See #1 of Changes to the RFQ.

- 10. If we have one design team lead, can we use the page allocated for second design team lead to another key personnel that we identified**

This is acceptable as long as number of pages are not exceeded, and the number of resumes requested are not exceeded.

- 11. In the past RFQs, had only 3 projects in resume, listing 5 projects in one page and table for all current projects will limit the amount of information can be provided, would SAWS consider limiting to 3 projects for each resume?**

Five (5) Similar projects are required for this project.

- 12. Can SAWS do one addendum before the questions deadline so that we can submit follow up questions?**

Yes, this Addendum has been posted ahead of the scheduled Addendum posting of August 13th.

- 13. Would SAWS consider allowing another 11x17 exhibit under project approach section?**

See response to Question #5.

- 14. Can you define completion date, is that contract completion date? Can we use a project without losing any points where the contract ended in the last 5 years, but one of the applicable task orders was completed more than five years ago?**

Completion means that the project has been fully constructed and all engineering design services required by the respondent on said project have been rendered. If referencing a task order, the task order needs to be completed (as described above) within the 5 years.

- 15. Evaluation criteria table states "Respondents shall include the percentage of time each proposed team member shown on the chart will be committed to the Project", can you please elaborate on this requirement, does it mean what percentage of team member's available time will work on the proposed project (how much time team member going to work on this project) and not percentage of his/her total time available?**

This is the percentage of time each member will be committed to work on this project, based on their workload from all other active projects assigned.

- 16. Is it Acceptable to include a 1-page cover letter in addition to 15 pages?**

Yes, it is and cover letters, though optional, do not count towards the page limit maximum of 15. See page 22, Section IV, B. 3. Identifying what does and doesn't count toward the maximum page limit.

- 17. Can you please confirm you mean that the page limit is 15, not 17?**

See response to Question #2.

- 18. Is there a schedule required as part of the RFQ, if so, does it count toward page limit?**

Yes, Respondent's shall submit the project schedule on a 11 x 17 page as part of the Project Approach. Please see pages 17-18, II. C. Evaluation Criteria of the RFQ.

- 19. Please confirm what constitutes a "COMPLETED" project for past experience?**

See response to Question #13.

- 20. Is there any structural engineer involved in this project?**

This will depend on the type of structures recommended.

- 21. Are we permitted to provide other exhibits that are 11x17 in our approach that is not the sample project schedule?**

See response to Question #5.

- 22. Will the connection structure be designed by W-52 or W-9?**

This structure will be designed by the W-52 Project.

- 23. Is SAWS plan to abandon all of existing line?**

All the existing line is planned to be abandoned unless it is determined during design that keeping segments of existing main will be beneficial to SAWS.

24. How much 3D is going to be involved in this project? Like to what extent is 3D being involved?

No 3D is expected at this time.

CHANGES TO THE RFQ

1. Page 1, I. B. Background, last paragraph (only). The remainder of this section remains this same.

2. Pages 17-18, II. C. Evaluation Criteria, Project Approach, 1) of this section is revised to read as follows:

1) Describe the team’s approach to complete the project on-time and within budget. Responses shall be specific and cover items such as risk management and mitigation, identification of design related issues and project constructability, as well as permits, coordination with stakeholders and external agencies, acquisition of easements and JUAs, schedule maintenance, and overall project delivery to ensure successful completion of projects assigned.

• Respondents should answer the above addressing the unique circumstances for this specific project as appropriate based on Respondent’s review of the RFQ, technical memorandum, charter, and map provided.

3. Page 19,C. Evaluation Criteria Summary, Small Minority, Woman-owned (SMWB) Business Participation, Revise the description for SMWB section first sentence (only) to read:

*Complete **Exhibit “A”** indicating Respondent’s commitment to SAWS’ SMWB policy, which will be based on meeting or exceeding the aspirational SMWB goal of 40%.*

4. Page 19,C. Evaluation Criteria Summary, Small Minority, Woman-owned (SMWB) Business Participation, Revise the Response Format and Page Limits for SMWB section (only) to read:

Exhibit “A”

5. Page 21, D. SMWVB Questions, Revise section D.1. the last sentence (only) to read:

***Exhibit “A”** – contains the required forms in order to respond to this solicitation.*

6. Page 22, IV. Submitting a Response B.3. Revise the first sentence (only) to read:

*Responses are limited to a maximum of **fifteen (15)** pages per proposal.*

7. **Page 23,V. Other Required Documents to Submit, Revise the title of section V.A. (only) to read:**

Exhibit “B” – Insurance Requirements and Proof of Insurability

8. **Page 24,V. Other Required Documents to Submit, Revise the section V.A.2. to read:**

If awarded a contract under this RFQ, verification and tracking of insurance compliance throughout the life of the contract will be performed through the services of Ebix BPO (See Exhibit “B”).

9. **Page 24,V. Other Required Documents to Submit, Revise the title of section V.B. (only) to read:**

Exhibit “A” – Good Faith Effort Plan (GFEP)

10. **Page 31, Submittal Response Checklist, Remove in its entirety and replace with revised version attached to this Addendum. Respondents shall use this version when submitting a proposal or this RFQ.**

CLARIFICATIONS

1. At this time, no Basin Planning Subconsultants are precluded from participating in this solicitation.

END OF ADDENDUM 1

This Addendum is six (6) pages with attachment in its entirety.

Attachment:

1. Submittal Response Checklist (1 page)

SUBMITTAL RESPONSE CHECKLIST

Rev. 8/2/21

Project Name: W-52 Culebra Creek Sewer Capacity Relief RFQ

Firm Name: _____

Use the checklist to ensure that the proposal is complete by checking off each item included with your response. Sign and date this form and include this page with each proposal.

- Submittal Response Checklist
- Respondent Questionnaire
- Completed and signed W-9 Form, and include email address or fax number
- Evaluation Criteria Forms
 - Team Experience and Qualifications
 - Organization Chart (1 Page)
 - Team Composition (1 Page)
 - Resumes (6 Pages)
 - Role and Proposed Subs Table
 - Similar Projects and Past Performance
 - Project Approach (6 pages with)
 - Quality Management Plan (2 pages)
- Copy of Current Certificate of Liability Insurance or Letter from Insurance Agent
- Exhibit "A" – Good Faith Effort Plan
- Exhibit "C" – Conflict of Interest Questionnaire

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

Signature

Date

Printed Name

Title