



2023 Professional Electrical Engineering Work Order Contract RFQ
Solicitation Number: PS-00151

ADDENDUM 1
June 29, 2023

To Respondent of Record:

RESPONSES TO QUESTIONS

1. **Question:** As noted in the Pre-Submittal meeting, a similar work order assignment contract has been let by SAWS in the past. Can you please provide examples of previous assignments?

Response: We are unable to provide this information to you directly, but you can submit your request through SAWS' Open Records Center at the following link: <https://www.saws.org/openrecords/>

2. **Question:** The work order scope of work indicates the full array of engineering services from preliminary through construction administration engineering services. Because the work order scope of services is electrical engineering focused, can you please provide anticipated percentage of assignments that require architectural, subsurface utility engineering, surveying, geotechnical, and permitting scopes of work.

Response: As indicated in the Project Charter, the scope of the work will depend on the nature of each individual task/project assignment. For this reason, an anticipated percentage as requested cannot be provided.

3. **Question:** As noted in the Pre- Submittal meeting a total of 20 pages was defined for the length of the statement of qualifications. In contrast the advertised RFQ indicates 21 pages as the limit for the number of pages. Please confirm the page limit for the statement of qualifications.

Response: The referenced page limit is twenty (20) pages. Please see Changes to RFQ, item 1.

4. **Question:** Page 23 of 97 of the RFQ, under Evaluation Criteria Details and Requirements, 2) states: "Provide a 1-page (maximum) resume for the proposed Key Personnel" would SAWS accept more than one resume per page as long as we do not exceed the 5 page total limitation?

Response: Multiple resumes may not be submitted on a single page.

5. **Question:** Is the awarded Contractor required to perform ALL the services listed in "Scope of Services"? (Page 1-12 of 97 in "PS-00151 - Final RFQ - 06062023" document)?

Response: As indicated in the RFQ, the referenced pages describe a general scope of services needed for the work order contract. Respondents should have the ability to perform the services listed. The engineering disciplines include electrical and may include civil, mechanical, structural, and others on an "as needed" basis for the Project. As indicated in the Project Charter, the scope of the work will depend on the nature of each individual task/project assignment.

6. **Question:** Or, is it strictly electrical engineering as mentioned in Attachment I - Project Charter and Map? (Page 22 of 97 in "PS-00151 - Final RFQ - 06062023" document)?

Response: Please refer to the response for Question 5 in this addendum.

7. **Question:** If the contractor does not have the availability to perform the work, is there an opportunity to turn down a work order?

Response: The intended use for this work order contract is to address small, often urgent projects. As such, the RFQ seeks to select a firm that has the availability and resources to complete these types of projects.

8. **Question:** Is the contract value over the 2-year service agreement a total of \$500,000? (Page 22 of 97 in "PS-00151 - Final RFQ - 06062023" document)?

Response: Yes. It is over the two years or until funds are exhausted, whichever comes first. There is also an option to extend the initial term for up to three (3) successive (1) year term extensions or until the available funds are exhausted.

CHANGES TO RFQ

1. **Page 16, Section IV. Submitting a Response, B. Submission 3.,** remove the phrase that reads "Responses are limited to a maximum of twenty-one (21) pages per proposal" and replace with the phrase "Responses are limited to a maximum of twenty (20) pages per proposal".

END OF ADDENDUM 1

This Addendum is two (2) pages in its entirety, with no attachments.