



Asset Management Support Services Work Order Contract  
Solicitation Number: PS-00172

ADDENDUM 1  
May 1, 2024

To Respondent of Record:

**RESPONSES TO QUESTIONS**

1. **Question:** Item IV.C.4.c. (page 6 of the RFQ), reads “Provide a summary of no more than one (1) page detailing the unique qualifications of each subconsultant.” Does this mean up to one page per subconsultant, or a one-page summary that includes all subconsultants in the team?

**Response:** *One page max per sub-consultant.*

2. **Question:** The last bullet under item IV.C.5 (page 6 of the RFQ) reads “In one page or less describe each project and Asset Management services your provided.” Can you please confirm if this means up to one page description for each project, or one page for all 3 projects?

**Response:** *Up to one page per project.*

3. **Question:** Item IV.C.6.a (page 6 of the RFQ) asks for a one-page description demonstrating understanding of each task item in the scope of services (1-5). Is it acceptable to allot up to one page per task item?

**Response:** *Yes.*

4. **Question:** To fully convey our team’s qualification and meet the RFQ requirements for resumes, will you consider excluding resumes from the 24-page limit?

**Response:** *Yes.*

5. **Question:** Due to the 10 MB file size limit, are we able to provide a weblink to a file share site in lieu of attaching the PDF proposal to our submittal email?

**Response:** *No, a weblink file cannot be accepted.*

6. **Question:** If the weblink isn’t an option, are we able to break up the PDF into sections and submit multiple emails?

**Response:** *No, multiple emails and files will not be accepted. Please provide one (1) pdf document that meets the submission requirements outlined in the RFQ.*

**CHANGES TO SPECIFICATIONS**

**1. Section V. Other Required Documents to Submit, B. Exhibit B- Good Faith Effort Plan (GFEP):** Remove and replace Subsection (2a) in its entirety with the following:

- a. SBOP Scoring Method: Up to 15 Points (by percentage) may be earned for meeting or exceeding the stated SBOP goal. SBOP Points will be assessed on a tiered scale.

Example: 25% SBOP Goal

SMWBs' Participation between 1.00% - 9.99%: Two (2) Points

SMWBs' Participation between 10.00% – 19.99%: Five (5) Points

SMWBs' Participation between 20:00% - 24.99%: Ten (10) Points

SMWBs' Participation meeting or exceeding 25.00%: Fifteen (15) Points

All other items in this section shall remain the same.

**END OF ADDENDUM**

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