



REQUEST FOR QUALIFICATIONS

**PROJECT 1: ENVIRONMENTAL AND ARCHAEOLOGICAL SERVICES – PRT
ENGINEERING**

SOLICITATION NO: Q-13-013-MF

**PROJECT 2: CIVIL ENGINEERING DESIGN SERVICES – PRT
ENGINEERING**

SOLICITATION NO: Q-13-014-MF

**PROJECT 3: RECYCLE ENGINEERING DESIGN SERVICES – PRT
ENGINEERING**

SOLICITATION NO: Q-13-015-MF

**PROJECT 4: STRUCTURAL ENGINEERING DESIGN SERVICES – PRT
ENGINEERING**

SOLICITATION NO: Q-13-016-MF

ADDENDUM #1 | August 15, 2013

Answers to Questions

Question #1

The RFQ requires submittal responses limited to a maximum of 15 pages (except for required forms) for each proposal. Will the following also be excluded from maximum page limit: front and back covers, transmittal letter, table of contents and divider tabs?

Are forms such as the response checklist and the questionnaire part of the required documents or a part of the 15 pages?

No, the cover pages, transmittal letter, table of contents, response checklist, questionnaire and tabs will not count towards the page limits. Please note that these pages may or may not be reviewed for consideration of the overall score.

Question #2

Will use of an 11 x 17 sheet for an organization chart or other type illustration count as 1 page or 2 pages?

In Section IV.B.7, it indicates illustrations may be submitted on 11 x 17" paper. Will 11 x 17" pages be counted as one page or two?

Illustrations only may be submitted on 11" x 17" paper and will count as one (1) page.

Question #3

What is the minimum allowed font size?

The minimum allowed font size is 11 point.

Question #4

What is the minimum allowed margin on a page?

The minimum allowed margin for each page is one half (1/2) inch.

Question #5

In Section IV.C.5. Qualifications and Experience, resumes are requested from each team member. Are these included in the 15 page limit? It will be difficult to comply with the 15 page limit. Can resumes be added to an appendix?

Do resumes count toward the 15-page limit?

Each resume is limited to one (1) page per person and will be counted towards the total page limits. Additional resumes may be submitted as an appendix, but may or may not be reviewed for consideration of the overall score.

Question #6

For Project 1, how many awards is SAWS expecting to issue?

SAWS will award one (1) contract for Project 1.

Question #7

Who are the incumbents for Project 1?

SAWS maintains several unspecified contracts covering a variety of tasks and scopes.

Question #8

In Section I.C.3, Technical Services Tasks, it includes “water” and “soil and waste sampling and analysis.” Does this mean, “water, soil, and waste sampling?” Does waste include wastewater, or other hazardous waste, such as asbestos and lead, or both? Alternatively, are “water” and “soil and waste sampling and analysis” separate and to be considered as some form of water quality or assessment separate from soil and waste sampling?

Due to the uncertainty of the type of analysis that may be required for future tasks, the scope of work requires the consultant or consulting team be capable of performing sampling and analyses on any water, soil, or waste materials. This includes sampling of any media (water, air, or solid) and analyzed for any required contaminant (inert, hazardous, radioactive, etc.) as required by SAWS. The laboratory (or laboratories) must be certified as required by the regulating agencies for permit applications as listed in the RFQ.

Question #9

Will SCTRCA certificates be required pages in the submittal package? Will they count against our 15 pages?

Copies of SCTRCA certificates are considered to be required documents, and will not count against the 15-page limit.

Question #10

If the Prime Consultant is a SMWBE, and intends to keep at least 25% of the work, does that count for the 25% of the Good Faith Effort Plan or must a Subconsultant SMWBE receive 25% of the work?

If the Prime Consultant is a certified SMWB, and the Prime Consultant will self-perform at least 25% of the work, then you have fulfilled the Good Faith Effort Plan aspirational goal. However, in the spirit of the SMWB program, SAWS strongly urges Prime Consultants (even if they are SMWB-certified themselves), to provide subcontracting opportunities to other firms whenever possible.

END ADDENDUM #1