



## REQUEST FOR QUALIFICATIONS NO: 2019-0008 On Call Civil Engineering Services

Addendum #1  
Dated: June 12, 2019

### Clarifications to RSOQ

#### Page 3, Item #3

The limit of pages has been increased to two (2) pages from one (1) page.

Please add the following sub-item:

- d. Describe engineers' availability to the project, their roles, and their overall qualifications to fulfill their roles. Please note any engineers that are sub-consultants.
- e. Identify the home office (city & state) location of engineer on this project and their length of time with the firm.

#### Page 3, Item #5

Experience is to include experience and qualifications of any proposed sub-consultants.

#### Page 17, Item 2.3 of "Sample Contract" changed to the following:

Payment Approval. Amounts set forth in Section 2.2 represent the entire amounts payable under this Contract and shall be paid upon the submission of monthly invoices to, and upon approval by the City, within 30 days.

### Questions & Answers

#1

Question: Does the submitting firm have to provide all of the scope of work services, e.g., planning, design, etc., or can the firm submit on specific services only such as 3. Construction Phase services and 4.b. Special Services / Construction Management?

Answer: Firms or individuals do not have to provide all of the scope of work services. The city selection however will be based on these services. Multiple firms or individuals may be contracted to provide these services.

#2

Question: Can the submitting firm have sub-consultants to provide additional scope of work services?

Answer: Yes.

#3

How many firms does the City anticipate selecting for this contract?

Answer: Depends on the scope of work services and the strength of the RSOQ submittal.

#4

Question: Has a CIP budget been defined for the upcoming fiscal year. If so, where can this information be found on your website?

Answer: No

#5

Question: Page 4, Section: Instructions to Submitters, Item3 – Submittal Format: Is it permissible to spiral bind the three copies?

Answer: No

#6

Question: Page 5, Section: Format and Required Responses: Are the following pages allowed: Graphic cover, table of contents, and divider/tab sheets?

Answer: Yes

#7

Question: Page 6, Section: Format and Required Responses, Item 3: The title to this section states “Excluding attachments” and limits our response to this section to one page to address items a-c. Please describe the “attachments” that are associated with this section.

Answer: Cover Page, table of contents, divider/tabs.

#8

Question: Pages 5 and 6, Section: Format and Required Responses and Item 8: The instructions state that our SOQs must follow the format set forth in the items below, which are numbered 1 through 8. For Item 8, page 6 – Confidential Information, this section doesn't have a page allocation and only seems applicable if we have a confidential statement to provide. Is there a page allocation for this section and do we mark it N/A if it does not apply to us?

Answer: There is no page allocation. Per the RSOQ, page 6, item 8, a statement advising the City of this fact shall accompany the submission and the information shall be identified.

**RSOQ Submissions Due: Tuesday June 25,2019, 2:00 P.M. Local Time**

**THIS CONCLUDES ADDENDUM NO. 1 to REQUEST FOR QUALIFICATIONS NO: 2019-0008**