



**REQUEST FOR RFQ/SOQ PS- #1185  
MASTER CONSULTANT LIST**

**QUESTIONS AND ANSWERS**

July 10, 2012

Updated July 16, 2012

1. It appears that you will accept ONE SOQ from firms that are submitting on more than one Service Group Category (as opposed to a separate SOQ for each SGC we submit on). Is this interpretation correct? We anticipate submitting Qualifications for four or five SGC's.

**ANSWER: Yes**

2. For SGC's with Subcategories, will we be disqualified (or scored less favorably) if we do not have experience in the subcategory? For example, we are qualified in all tasks and work that will be associated with SGC 1 (Roadway Engineering), but we are NOT qualified for some tasks under subcategory 1.1 (Pavement Engineering). Some of this work may be more appropriate for a geotechnical firm. Is it in our best interest to add a sub consultant to our team to cover work under 1.1 or are these qualifications reviewed and evaluated independently of SGC1?

**ANSWER: No, the subcategory would be a specialty firm for that one component.**

3. We are highly qualified in Tasks 1, 3, 5 and 6 listed in SGC4 (Water Resources), but are not highly qualified in tasks 2 and 4. Is the County looking for **just one** consultant firm that can provide all of the services listed under SGC4 or are we permitted to team with a sub consultant for work related to the services we do not provide?

**ANSWER: It is not expected that firms short listed under the SOQ process will have the ability to perform all tasks listed. Subsequent RFP to the short list under that category would evaluate the ability of firm to perform tasks on the list relevant to specific project.**

Added July 11, 2012

4. Do we need to team with other sub consultant (i.e. geotechnical, Civil, etc.) in the SOQ process or can we submit our SOQ as an bridge structural consultant without other subs?

**ANSWER: No, the listing of qualified firms are for specific areas of engineering for aspects of projects and we are not seeking to develop teams to carryout whole projects.**

5. We are a new consultant firm in the process of certifying as DBE. In case we got approved as a DBE consultant, can we submit our SOQ as DBE consultant or we need to team with other prime structural consultant?

**ANSWER: The RFQ does not require any DBE submittal information and we would not see utilizing these lists for funding requiring DBE participation.**

6. As mentioned earlier that we are a new consultant firm with experienced bridge engineers, can we use our previous engineering record drawings during employment with other firm to cover the part of firm referenced projects or the projects has to be completed by our new consultant company?

**ANSWER: In my opinion, listing work on those projects under individual resumes is appropriate as stated work experience of staff, however, it would not be appropriate to submit work done while at another firm as representative of the current firm which is submitting the SOQ. That gets into proprietary issues and would think you would review with your counsel.**

7. Do we need to submit a hour rate cost sheet as part of the SOQ or this is will be required at the time of RFP if we got shortlisted?

**ANSWER: No, the selection is based on qualifications not cost. It can be included if you so desire. I do not recall that as listed in the RFQ criteria on pages 11-14.**

Added July 13, 2012

8. Subcategory 6.2, Right of Way Acquisition Services, addresses assessment/planning efforts including, but not limited to above ground investigations and subsurface investigations, as well as environmental remediation. Can you confirm these requested services are supposed to be addressed within Subcategory 6.2, Right of Way Acquisition Services, or should they have been incorporated into Service Group Category 8,

Hazardous Material Assessments?

**ANSWER:** Under subcategory 6.2 Right of Way Acquisition Services the reference to Subsurface investigations; Site Assessment Plans; and Site Remediation and Reporting Activities is intended to be broad range of potential subject activities in which the consultant may be engaged in during the property negotiations. It is not intended that this category would be an expert or have direct experience in the investigations or remediation required only to have an understanding on how that related to property valuation, negotiations and compliance with laws for acquisition. The Category 8, Hazardous Material Assessments, is the consultant list that the County would utilize for performing actual detailed assessments of selected sites.

*Added July 16, 2012:*

9. Is there a standard County form to complete in order to meet the following requirement on Page 10, item 7?

**ANSWER:** As we deleted this requirement on page 7 under Addendum No 2 , we should have also deleted this requirement as well. The requirement for Insurance is listed on page 14 of the RFSQ and would be addressed prior to entering into an agreement with the County but we would not require the listing as part of the RFSQ submittal to be screened out as suggested on page 10 of RFSQ.

10. On Page 14 under the "References" section, we are asked to include the "dollar value related to the participation." Are you wanting the project construction cost or the consultant's fee, or both?

**ANSWER:** Just listing the project construction costs will suffice. Would be looking to the magnitude of the project undertaken.