

**Request for Qualifications to Provide
On-Call Engineering Services for
Construction Management & Inspection
October 06, 2023**

CONSULTANT QUESTIONS AND ANSWERS		
1	Question	Are resumes part of the page count? Or can they be placed in the Appendices?
	Answer	Per RFQ section IV.-2 "Submissions", the resumes should be tailored to only include information relevant to the RFQ, and they will be counted towards the 20-page count.
2	Question	Regarding Scope of work Item E for Key personnel under Attachment A, Can the contract Manager be the same as the project manager or two different personnel shall be called out to each assignment?
	Answer	The assigned Contract Manager can be the Project Manager as well.
3	Question	On the Task list for this RFQ, #4 says Construction Reviews, is this meant to be Constructability Reviews? # 8 is asking for Environmental Review and Reports, is this meant for CEQA and Mitigation Measure Reporting Program? Also, is Surveying included in the RFQ?
	Answer	<u>RFQ Section VI. Scope of Work:</u> 4) Construction Reviews: Project Plans Constructability Review. 8) The county is seeking support with all required environmental reviews and reports for the construction of the projects, including but not limited to project compliance with NPDES requirements, biological resources, and species protection, environmentally sensitive areas, cultural resources, paleontological resources, ...etc. - Land Surveying is not part of the Scope of work in this RFQ. The county will perform the survey.
4	Question	Can you clarify Scope of Work Item #8 – Environmental Review and Reports? Is the County seeking support with environmental monitoring needs such as biological, cultural, or paleontological? Is the County seeking support with CEQA requirements? Or perhaps both?
	Answer	The county is seeking support with all required environmental reviews and reports for the construction of the projects, including but not limited to project compliance with NPDES requirements, biological resources, and species protection, environmentally sensitive areas, cultural resources, paleontological resources, ...etc.

5	Question	<p>1. In lieu of physical proposals, can proposals be sent to the agency in an electronic format? If so, to whom?</p> <p>2. Since the RFP requests a "List of personnel to be made available for these services and a resume of qualifications for each, including sub-consultants", can an Appendix for the above information be added outside of the page count?</p> <p>3. Other than form 10-Q specifically mentioned in the RFP, will any other forms be required to be returned with the proposal? No forms are shown/mentioned in the RFP, although form references are made in the Sample Contract materials.</p>
	Answer	<p>1. Refer to RFQ section IV. "Submissions".</p> <p>2. Per RFQ section IV.-2 "Submissions": the resumes should be tailored to only include information relevant to the RFQ, and they will be counted towards the 20-page count.</p> <p>3. Per RFQ section IV.-6 "Submissions" Exhibit 10-Q is the only LAPM form that shall be included for the prime and all sub-consultants in your SOQ.</p>
6	Question	<p>1. Is the County accepting requests for exceptions/modifications to the Sample Service Agreement provided with the RFQ? If so, should we include our exceptions/modifications in our response?</p> <p>2. Will exceptions/modifications to the agreement count towards the 20 page limit?</p>
	Answer	<p>The county doesn't allow modifications/exceptions to the Engineering Services Agreement.</p>
7	Question	<p>1) Key Personnel – According to Attachment A, Scope of Services, page A-2, key personnel are the Contract Manager and Project Manager. Please confirm that these are the only key personnel who should be identified in the proposal and please clarify the roles and responsibilities of the Contract Manager and Project Manager.</p> <p>2) Scope of Work – According to Attachment A, Scope of Services, page A-3, item 9 "Provide other construction management and inspection related professional services as required". Could you clarify what are the related professional services? Do scheduling and claims support consider related professional services? What other related services should also be included?</p>
	Answer	<p>1. Refer to RFQ section IV.-2 "Submissions".</p> <p>2. Any construction management and inspection-related professional services as required during the construction. Scheduling and claims support are considered professional services.</p>

8	Question	Can resumes be included in Appendix of the proposal? Per RFQ, "shall submit six (6) copies of SOQ." Is that one original plus six copies or one original plus five copies?
	Answer	Per RFQ section IV.-2 "Submissions": the resumes should be tailored to only include information relevant to the RFQ, and they will be counted towards the 20-page count. Per RFQ section IV "Submissions", six (6) COPIES of the SOQ shall be submitted to the county.
9	Question	- Will federal funding be included in this contract where the consultant will be required to utilize the Caltrans LAPM? - How would the County like to show escalation or rate increases each fiscal year on the provided cost proposal? - Part V.4 of the RFQ states to use the LAPM chapter 10 cost proposal format for top-ranking proposers. The Caltrans LAPM documents do not match the County's Sample professional services rate sheet. Can you please provide additional direction on how the Consultants should proceed?
	Answer	- Federal Funding is not anticipated to be included in this contract. - The rate increase per fiscal year will be discussed at the time of negotiation with selected top-ranking consultants. - Per RFQ section V. "General Information", the County's Sample Professional Services is an additional required document that must be submitted beside the cost proposal in accordance with LAPM Chapter 10.
10	Question	<ul style="list-style-type: none"> • Can you please clarify what services are anticipated under "4. Construction Reviews"? Is that constructability reviews? • For scope item "8. Environmental Review and Reports", we are assuming that should be Environmental Monitoring. If not, can you please expand on what environmental reviews and reports are expected during the construction phase? • The RFP references the Caltrans LAPM form website and states "It is the responsibility of the consultants to use the latest version of the LAPM exhibits when submitting SOQ". However, the only form identified in the SOQ requirements is the 10-Q form. Do we need to include any other LAPM forms in our submittal besides 10-Q?
	Answer	- RFQ Section VI. Scope of Work: 4) Construction Reviews: Project Plans Constructability Review. - 8) The county is seeking support with all required environmental reviews and reports for the construction of the projects, including but not limited to project compliance with NPDES requirements, biological resources, and species protection, environmentally sensitive areas, cultural resources, paleontological resources, ...etc. - Per RFQ section IV.-6 "Submissions" Exhibit 10-Q is the only LAPM form that shall be included for the prime and all sub-consultants in your SOQ.

11	Question	<p>1. With a final addenda scheduled for release on the 12th, it leaves a very tight turnaround to produce printed, hard copies. We respectfully request a deadline extension of 1 week to accommodate for the production time.</p> <p>2. Are you requesting full resumes, or can the resumes be brief showing just the name of relevant projects worked on?</p> <p>3. Can we use a narrow font for tables?</p>
	Answer	<p>1. Submittal Date for Statement of Qualifications will be per RFQ Section I. "Events Calendar".</p> <p>2. Per RFQ section IV.-2 "Submissions", the resumes should be tailored to only include information relevant to the RFQ, and they will be counted towards the 20-page count.</p> <p>3. Per RFQ section IV.-5 "Submissions", a Legible font size smaller than 11 point may be used for footers, charts, tables, and figures.</p>
12	Question	<p>1. Is the County open to contract language changes?</p> <p>2. Is there any scoring criteria for the interview and if so, what is the weighting of proposal and interview scoring?</p>
	Answer	<p>1. The county doesn't allow modifications to the Engineering Services Agreement.</p> <p>2. Refer to RFQ section V. "Selection Criteria"</p>
13	Question	<p>1. On page 6 of 6 of the RFQ, Section CI. Scope of Work, it refers "Geotechnical Engineering and Highway Materials Testing" tasks. Can you verify that is correct?</p> <p>2. Can we have an appendix at the end for the proposal for items such as non-key resumes, exceptions to the sample agreement, etc? Also, would the appendix count towards the 20 page limit?</p>
	Answer	<p>1. An updated RFQ has been posted on the website, and this sentence has been corrected to "Construction Management and Inspection".</p> <p>2. Per RFQ section IV.-2 "Submissions", the resumes should be tailored to only include information relevant to the RFQ, and they will be counted towards the 20-page count. Also, information required to be in the SOQ from Items 1-6 of RFQ section IV. will all be counted towards the 20-page count unless otherwise stated.</p>