



SOUTHERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY

RFP# 2019-02

PROFESSIONAL ON-CALL ENGINEERING SERVICES STATE/LOCAL FUNDED PROJECTS

ADDENDUM #1

August 8, 2019

This Addendum consists of three (3) pages. The information contained in this addendum shall be incorporated into the Request for Proposals document the same as if originally contained therein.

QUESTIONS RECEIVED FROM OFFERORS

Q1: Item 4.3.1 (Qualifications and Experience with Scope of Services) references a “draft schedule of services.” Project schedules are unique and are usually based on the specific requirements of the project/task order. What kind of schedule is expected for these services?

A1: Replace the entirety of Item 4.3.1 of the RFP with the following:

***Qualifications and Experience with Scope of Services.** A description of the Offeror’s qualifications and experience with providing the services outlined in Section 1.3 that the Offeror wishes to be considered for. Also include a description or brief résumé of individuals or subcontractors who would perform major duties and functions under the proposed contract; include role and responsibility, and specialized or favorable qualifications, if any.*

Q2: Item 4.3.3 (Past Record of Performance) says to include a summary of the 10 most recent projects awarded the Offeror in New Mexico that relate to the Scope of Work Categories in Section 1.3. Are we to assume that we can provide project descriptions for those categories in Section 1.3 that we would like to be considered for? Also, if we don’t have 10 New Mexico projects, but have projects in other states that relate to the Scope of Work Categories, may we include them?

A2: Replace the first 4 lines of Item 4.3.3 of the RFP with the following:

***Past Record of Performance.** Please include a summary of the ten (10) most recent projects awarded the Offeror that relate to the Scope of Work Categories listed in Section 1.3 that*

the Offeror wishes to be considered for. If the Offeror has not completed 10 flood control/drainage projects, please state such in this section of the proposal.

Q3: Item 1.4 (Proposal Scope) says “The Offer must clearly state in their Proposal which Scope of Work Categories, listed in Section 1.3 above, they wish to be considered for.” But Item 4.3.1 (Qualifications and Experience with Scope of Services) in the Scoring Criteria says “A description of the Offeror’s qualifications and experience with providing all of the services requested in this RFP...” Are we to assume that we should provide a description of our qualifications ONLY on those services we are wishing to be considered for from Section 1.3?

A3: Yes. Offerors should only provide a description of qualifications for the services in Section 1.3 that the Offeror wishes to be considered for.

Q4: May we assume that the cover letter and the Resident Contractor or Resident Veterans Contractor Preference Certificates are not included in the 15-page limit?

A4: Yes. Replace the entirety of Item 3.3.1 of the RFP with the following:

Regardless of the number of Scope of Work Categories the Offeror is seeking consideration for, proposals shall be limited to a maximum length of 15 numbered pages, not including the Cover Letter, Table of Contents, Resident/Veteran Resident Certifications (if applicable), dividers, the front and back cover and any documentation listed in Section 4.2. Please identify the requirement number in the proposals when responding to each.

Q5: Item 5.3 (Volume of Work). Are we supposed to indicate the volume of work we currently have underway with SSCAFCA that is less than 75 percent complete? Where do we do this?

A5: SSCAFCA Fiscal Services Department will evaluate each Offeror’s volume of work previously awarded, which is not 75% complete and apply point deductions accordingly. The Offeror is not required to provide this information in their Proposal.

Q6: Is “Resident Contractor Certification” the same as New Mexico Resident Contractor Certification?

A6: Yes.

Q7: What do I need to turn-in to prove we have a certificate of professional liability insurance?

A7: Simply submit a copy of your insurance certificate. The copy will not count towards the 15-page limit.

Q8: If a firm cannot provide ALL of the services listed for each sub-category of Section 1.3, can they still submit on that Scope of Work Category?

A8: Yes.

Q9: Scope of Work Category 1.3.2 – Engineering Design & Construction – would the Offeror be required to also provide the hydraulic analyses to design the project?

A9: Yes.

Q10: If a firm is applying for multiple categories, will the firm need to include a summary of 10 projects for each category or 10 projects total for all categories?

A10: The Offeror should provide 10 projects TOTAL that best demonstrate their ability to provide the services required by each Scope of Work Category they wish to be considered for.

Q11: Would Construction Management Services related to design (Project Bid Review/Recommendation, Submittal Review, RFI responses, Change Order Requests, etc.) be considered in the Resident Project Representative section or Engineering Design & Construction Services?

A11: That would be part of Engineering Design & Construction Services. The RPR section is specific to day-to-day construction observation activities.

Q12: Are any federally-funded projects anticipated to be covered under this RFP?

A12: No projects that involve Federal funding will be considered under this RFP.

Q13: Would FEMA-funded projects administered through the State's Dept. of Homeland Security and Emergency Management be covered under this RFP.

A13: No projects that involve Federal funding will be considered under this RFP.
