

**REQUEST FOR QUALIFICATIONS (RFQ)**  
**PROFESSIONAL SERVICES**  
**ART FINAL DESIGN PROJECT**  
**CAPITAL PROJECT S-490**  
**ADDENDUM NO. # 1**

All Consultants submitting under the Request for Qualifications (RFQ) for the referenced procurement shall read and take note of this Addendum. The Documents for this procurement are hereby revised and/or clarified according to this Addendum.

**Acknowledgment of RFQ Addendum:** The acknowledgment attached to this Addendum is to be signed and attached with the Offeror's submittal. Only this page should be attached.

Suzanne Thomas  
Procurement Officer  
ALCOSAN

\_\_\_\_\_  
Consultant Acknowledgement

\_\_\_\_\_  
Date

**REQUEST FOR QUALIFICATIONS (RFQ)  
PROFESSIONAL SERVICES  
ART FINAL DESIGN PROJECT  
CAPITAL PROJECT S-490  
ADDENDUM NO. # 1**

**DRAWINGS/FORMS**

1.

**INFORMATIONAL MEETING**

The following Questions have been submitted under this procurement.

1. Page 8, item E states, “Submit completed SF 330 (Part I only) for subconsultants that have a key role in the project.” Page 8, item E also states, “The Proposer may provide no more than ten (10) resumes of key personnel for Part I, Section E, with each resume not exceeding two (2) pages.” Page 7, item D states, “The Proposer shall select five (5) similar projects to highlight, as best representing the Team’s project experience.”
  - a. Will the SF330 Part I for each subconsultant allow projects in addition to the Team’s five (5) projects noted on RFQ Page 7, item D?  
*Answer: Please follow the directions of the RFQ and only provide five relevant projects of the Team.*
  - b. Will the SF330 Part I for each subconsultant allow resumes in addition to the ten (10) resumes of key personnel noted on RFQ Page 8, item E?  
*Answer: Please follow the directions of the RFQ and only provide 10 resumes of key team members.*
  - c. Will the SF330 Part I for each subconsultant be considered in the evaluation of the Team’s experience, or will only the five (5) projects and ten (10) resumes from the Proposer be considered in the Team’s proposal evaluation?  
*Answer: The entire submittal will be considered during evaluations.*
  
2. We noticed that identification of “green leave” behind opportunities and coordination with the GROW program is not included in the RFQ but that these elements are part of the overall program. Could you please confirm if green infrastructure opportunities should be considered as part of the ART, or will this element be developed or coordinated by the Program Manager?  
*Answer: Green Leave Behinds are not part of the SOW. However, overall flow optimization, in conjunction with the GROW program, shall be considered as part of the SOW.*

3. Page 7 of the RFQ states that each submittal shall be organized in the order of A-H (on pages 7-9). Is it permissible to change the order of the submittal, so the Outside Cover is “A”, the Table of Contents is “B”, and the Letter of Commitment is “C” so the outside cover/first page is the “first page”?

*Answer: The purpose of this format is for the convenience of the Evaluators. Please follow the directions of the RFQ.*

4. Page 7 item D of the RFQ states that Tabbed Section 1 include project experience in SF 330 format (Section F). Page 8 item E of the RFQ states that Tabbed Section 2 include a completed Form SF 330 Part I. Should projects from Tabbed Section 1 be repeated in Tabbed Section 2 as part of the complete SF 330 Part I (Sections A-H), or do the Section F projects only need to be included in Tabbed Section 1?

*Answer: Each section of the submittal shall include only that section of the SF 330 relevant to the subject matter of the section (i.e., resumes Part I, Section E, Sample Projects, Part I, Section F). Again, this will assist the evaluators with the evaluations. We will not evaluate any pages that are not in the SF 330 forms, excluding the organizational chart.*

5. Please confirm if near surface facilities associated with A-64 and A-29 are included with this contract. If so, please advise if these facilities will be owned by ALCOSAN or the municipality or sewer authority?

*Answer: Near Surface Facilities at these locations, shown in the BODR, shall be considered included for the purposes of this procurement. These facilities will be owned and operated by ALCOSAN. Optimization of projected flows at both of these sites shall be considered part of the SOW.*

6. Can you please confirm the page limit for the letter of commitment and section H?

*Answer: The letter of commitment is limited to two pages. Section H is also limited to two pages.*

7. Does the limit of 10 resumes and 5 projects apply to the entire team (prime+subs) or do you want 10 resumes and 5 projects for each team member/subconsultant?

*Answer: 10 resumes and 5 projects for the entire team, not per team member.*