

RFQ for Consulting Engineering Services - Q&R

Question: For the Engineering Services RFQ, should we show our team (survey, engineering subs, etc.) or would you like the proposal to contain information for the prime only?

Response: The SOQ should only contain information on capabilities and services provided by your firm as the prime.

Question: The MAWSS website references current and upcoming construction projects and capital construction projects. The capital projects listed are all dated. The site states, "More scheduled projects will be entered soon." Can you provide an updated list of projects scheduled for the contract period 2019 – 2022?

Response: The list provided on our website shows scheduled Capital Projects that have been assigned to a Consultant and will be updated soon. In regards to future unassigned Capital Projects, this list will be developed from the results/recommendations from our Master Plan, which is not yet completed.

Question: Is there any other vendor/consultant registration process that needs to be completed by firms seeking to obtain a MAWSS contract for the first time through this SOQ process?

Response: No. If firm is awarded an engineering service contract and it is not already registered with MAWSS as a Vendor, the firm will need to register at that time.

Question: The person and address to whom the SOQ submittal is to be addressed differs between the Public Notice and page 1 of the RFQ. Which is correct?

Response: The SOQ should be addressed to Daryl Russell, Water and Sewer Engineering Manager, Mobile Area Water and Sewer System, Post Office Box 180249, Mobile, AL 36618-0249.

Question: Are the following items excluded from the page limitations established in each section?

- [RFQ page 3, Section III] 2-page Client Services Manager Resume

Response: Yes. Resume is excluded from page count.

- [RFQ page 3, Section IV] Appendix A Form, and the 2-page PM Resumes that follow this form

Response: This form and the associated resumes are not included in the page count.

- [RFQ page 4, Section IV.C.] 2-page resumes for key staff

Response: These resumes are not included in the page count.

- [RFQ page 4, Section IV.D.] 1-page resume for Project Manager (also, this resume seems to be redundant to the PM resumes required following the Appendix A form)

Response: This resume is not included in the page count. Resume should be included only if not provided previously. Project managers should be named for each service category that the firm proposes to offer to perform for MAWSS. The project managers may differ from one service category to the next and may not necessarily be the same person as the client services manager.

- [RFQ page 4, Section V] is the Appendix B form excluded from the page count, and although it is shown after Labeled Tab Divider V. In-house Capabilities, it says to include this after the “Engineering Services Offered to MAWSS” section, though in the preliminary ranking section (page 5 of RFQ) it states the Appendix B form is used to determine the grade on In-house Capabilities. Do we include this as the last page under Section IV (Engineering Services Offered to MAWSS) or Section V (In-house Capabilities)?

Response: This form is excluded from the page count and should be included as Section V.

Question: Is an 11”x17” page allowed in the submittal, if we would like to include a table/matrix?

Response: Yes.

Question: [RFQ page five, Section X.C.] Could we receive clarification on how firms with no previous MAWSS experience will be graded under the “Prior Experience with MAWSS” category (worth a total of 25 possible points)?

Response: Firms without prior work experience with MAWSS will be graded on information provided in section IV.B. listing relevant project experience, clients, and other information that describe the company’s history and current capabilities. Client references provided will be checked and work performed will be considered regarding type, complexity, and similarities to MAWSS projects.

Question: The RFQ package included the MAWSS Diversity Program Policy 16-01. Based on our read of the MAWSS policies, it appears that Policy DBE 17-01 should be more applicable for Consulting Engineering Services.

Response: No. Policy 16-01 is applicable relative to all project services provided.

Question: Page 3 of the RFP, Section III: General Information about the Company states there is a 3-page maximum for this section. However, this section requires the proposer to attach a 2-page resume for our client services manager. Is the 2-page resume included as part of the 3-page maximum for this section?

Response: The resumes are excluded from the page count.

Question: Does MAWSS’ DBE goal of 15% apply to this contract?

Response: Yes.

Question: Appendix A states “do not mark blocks for capabilities that are subcontracted to other companies or for work that was not performed under the name of the submitting company”. If we are including a subconsultant on our team, how should we show their capabilities/expertise in our response?

Response: Subconsultant’s capabilities should not be included in response. Only the capabilities of firm submitting a response should be included.

Question: Page 5 of the RFP, Section X. Company Selection Process, Letter C. Prior Experience with MAWSS, states “prior experience with MAWSS score reflects the level and quality of work MAWSS has received from a company in the past”. If the company has no prior work experience with MAWSS, how will we be graded in this category?

Response: See previous response provided above.

Question: Can MAWSS please clarify how we should demonstrate our compliance with its Supplier Diversity Program? Is this referring to MAWSS DBE Policy 16.01 that is included with the RFP?

Response: Firm should provide information on established relationship with DBE firms and/or firms it plans to utilize if awarded a contract with MAWSS.

Question: Is there an RFP or IFB number for this pursuit?

Response: No.

MAWSS Correction:

Change the following verbiage in the RFQ to that shown in E. Revised.

X. Company Selection Process

E. Supplier Diversity Program (20 points) (Current language in RFQ)

Identify any characteristic of the company that makes it exceptional and that can be offered as an advantage over other companies.

E. Supplier Diversity Program (20 points) *Revised*

Identify your company's approach to fulfilling the requirements of DBE Policy 16.01. Be as specific as possible. Give examples in which similar programs have been met by your company in the past.