



City of Austin

Founded by Congress, Republic of Texas, 1839

Capital Contracting Office, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181 Fax 512/974-7297

April 15, 2020

To: Consultants Requesting RFQ Package

SUBJECT: Request for Statements of Qualifications (RFQ) for providing Construction Materials, Geotechnical, and Forensic Engineering Services RL
Solicitation Number: CLMP302 – **Clarification No. 1**

This Clarification No. 1 is in response to questions received which warranted a clarification.

Clarification:

Question 1: Can you clarify the 3-project experience item? For each subconsultant, do we need to provide 3 project write-ups? For example, if I have 4 drilling subs, 2 consultants, 1 asphalt sub, 1 soils lab sub, and one forensic sub, do we need to submit 27 write-ups?

Response 1: This will be addressed by an addendum.

Question 2: Since we are only responding to Category C (Forensic Engineering), I'm assuming that submitting Form C in Consideration Item No. 2 is not necessary?

Response 2: If you are submitting for any category, you would need to submit Form C.

Question 3: With regards to Consideration Item 3b, can you please further explain what "submittal management in regard to contractual requirements" means?

Response 3: This refers to what processes your firm has in place to ensure that all contractually required submittals are identified, tracked, and provided to the City per the assignment schedule.

Question 4: We have a question regarding the RFQ Evaluation Criteria, on page 4 of 13, specifically the section that states:

The nature of the work requires selected firms to respond to urgent requests associated with the schedules of other City construction projects. Therefore, the City requires that the selected firms have a permanent, fully operational, organized and fully functional, established laboratory facility and offices (with administrative staff) that are located in the Austin Metropolitan Statistical Area and staffed by local personnel. The selected firms shall document in the Evaluation Criteria that they have provided services for a minimum of five (5) years prior to the date of this RFQ of the same type as specified.

The geotechnical portion is intended to deal with design, not urgent construction projects. Can the 5-year requirement highlighted above be waived for geotechnical?

Response 4: A Prime firm applying for geotechnical engineering must meet the 5-year requirement.

Question 5 Addendum #2 changes the scope of services language for Category C to the following:

The City will only consider firms with experience in this category who are applying to be the Prime Firm. This category of services is not a subcontracting opportunity.

How does this affect the MWBE goals for this Category? For example, our firm is not an MWBE firm. How are we expected to meet the MWBE goals if “this category of services is not a subcontracting opportunity?”

Response 5: The statement, “This category of services is not a subcontracting opportunity” is specific only to the prime consultants’ experience on this particular RFQ, not for other City of Austin RFQs. Firms applying to be considered for Category C may sub out other scopes of work except for forensic engineering. This should not impact the MWBE goals for Category C.

Question 6: During the call in RFQ meeting a question was asked for consideration item 3a and 3b “If a firm is pursuing two categories such as Category A and Category B, for consideration item 3a Team Structure and 3b Team Approach, is there a section 3a Construction materials testing consisting of org chart and narrative and a section 3a Geotechnical Engineer org chart and narrative? Also, for 3b Team approach is there a narrative for Construction Materials Testing and one for Geotechnical Engineering?” Jay responded that the two would be treated separately. My understanding of the response was we should have an org chart for each, narratives for each. Can you please confirm this and for purposes of SOQ submittal should we have our tabs as follows?

- a. Consideration Item 3 Category A Construction Materials Testing
 - i. 3a Team Structure Category A Construction Materials Testing
 1. Org Chart
 2. 3 Page Narrative
 - ii. 3b Team Approach Category B Construction Materials Testing
 1. 5 Page Narrative
- b. Consideration Item 3 Category B Geotechnical Engineering
 - i. 3a Team Structure Category A Geotechnical Engineering
 1. Org Chart
 2. 3 Page Narrative
 - ii. 3b Team Approach Category B Geotechnical Engineering
 1. 5 page narrative

Response 6: For each Category of work (A, B or C) Consideration Items 3a and 3b must be submitted.

Question 7: In soliciting sub-consultants and sub-contractors is there a distinction between two with respect to Form 9? If we invited an SBE firm that provided similar services to us but need to include them to meet the WBE participation goal, that is obvious to me that they need to provide us with a completed Form 9 with their similar project experience. What about a subcontractor like a drilling contractor or a traffic control provider? Do we need to provide a Form 9 for them as well?

Response 7: Form 9 is only required for Major Scopes of Work

This document is for clarification purposes only. Please remember this solicitation is currently in a “No Contact” period and all inquiries must be directed to the appropriate contact persons listed in the solicitation. If you have questions regarding this process, please call me at (512) 974-7055. You may also contact Jay Ulary at (512) 974-7113 for project-related questions.

Sincerely,



Kitty Tunnell, Procurement Specialist IV
Professional Services Division
Capital Contracting Office

cc: Jay Ulary, P.E., PMP, Consulting Engineer, PWD
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