



*County of San Mateo
Department of Public Works*

**CLARIFICATIONS
to
REQUEST FOR PROPOSALS**

for

**Civil, Electrical, Geotechnical, Mechanical, and Structural Engineering
Services – Capital Projects Program**

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Question #1: For Tabs number 1 and 3, please clarify that it is acceptable to demonstrate relevant project experience by the sum total of the firm's current personnel. Two possible examples are as follows:

1. Relevant projects completed by the firm by key staff members proposed for these on call services
2. Relevant experience completed by the proposed staff while employed at a previous firm.

Answer: *Correct. The Screening Committee will be instructed to consider these circumstances.*

Question #2: Is the County going to select one firm from each category OR one firm who has included subs on their team for each category?

Answer: *Any number of qualified firms may be retained for each discipline, according to County's expected needs. No firm should be subletting contracted services under its declared engineering discipline/expertise.*

Question #3: On Page 13 of the RFQP under TAB 1, it says: "Provide a statement of qualifications for the organization, including an organization chart, a statement of the size of firm..." Could you please specify the kind of organization chart you are looking for? Is it the organization of the firm's offices and number of employees? Or is it the organization of the team of individuals who will be working on this project?

Answer: *This may vary according to the size of the firm. Each firm shall determine what is suitable to present as relevant information for the Selection Committee.*

Question #4: We are a MEP Engineering firm, are we allowed to submit our Mechanical and Electrical qualifications together?

Answer: *Mind that proposals are to be submitted in separate envelopes, one for each discipline, with all applicable documentation requested.*

Question #5: If another firm of a different discipline asked us to team, could we still submit on our own?

Answer: *We do not understand why an engineering firm would team with another from a different discipline. We may have misunderstood.*

Question #6: If there is a budget or estimate for the RFQ And Proposals for Civil, Electrical, Geotechnical, Mechanical, And Structural Engineering Services project. If so, what is it?

Answer: *No budget nor estimate, since this is not a "project". This is an indefinite quantity, "on-call" services RFP. Each agreement may be up to 3 years, not-to-exceed \$500k.*

Question #7: Does this RFQP supersede over the RFQ for Mechanical and Electrical Engineering Services Facilities Construction Management 2014-002 (Submitted on February 7, 2014)? Is the statement about "maximum fiscal obligation not to exceeded \$500,000", dependent on each consultant or the number of engineering services to be provided? In other words, if Arup were to be selected is the max \$500,000 or if we submit on all engineering services would the budget be increased?

Answer: *This is a separate RFP for Capital Projects program, as spelled out in documents. Max of \$500k per agreement (discipline).*

Question #8: Can you please tell me if there is a pre-bid meeting for this contract?

Answer: *No pre-bid meeting planned.*

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