

Questions re RFQ for Professional Civil Engineering Support for Flood Control Studies

1. On page 2, under “Introduction/General,” several example projects are called out (e.g., Douglas County Smelter Creek) and look as though they are hyperlinks to descriptions/reports. Although several of us have tried on multiple computers, the links don’t seem to work. Can you provide the referenced material? **Reference Material Can be found on the opening page of CWSD website - <http://www.cwsd.org/flood-risk-mitigation-projects/>**
2. Can tables/graphics use a smaller font than the stated 11 point minimum? **(No)**
3. Page 6. Uniform Consultant Questionnaire. Section 1A states “Identify 3 FEMA Risk Map projects with similar type and location work which demonstrates work quality; the below list is a guideline, but is not all-inclusive:”
 - a. Question – the above sentence suggests that project experience in this section be specifically from FEMA Risk Map. #2 in the project type list is “Flood Related Infrastructure Design & Construction Management”. It is my understanding that FEMA Risk Map projects are studies only and do not include funding for construction and/or construction management. If we include construction projects which aren’t Risk Map, will they be disqualified? **The focus of this RFQ is dealing with FEMA Risk Map studies. Firms including construction and/or construction management projects as a similar type project will not be disqualified but this is not the focus of this RFQ.**
4. Page 6. Section 2C. “Time commitment of key team members”.
 - a. Question – Since this RFQ is for a general on-call and not a specific project with a set schedule, and since the RFQ does not specify a sunset (e.g. 3 years, 5 years, etc.), it is very difficult to estimate time commitments for future unknown dates. Can you clarify the intent of this requirement? **CWSD wants to know who the key team members will be working on the contracted studies during the on-call period. Please refer to the RFQ: Special Terms and Conditions, #5. Key Personnel.**
5. Do resumes, front/back covers, and/or divider tabs count against the max page count? **Resumes, cover, and dividers do not count against max page count.**
6. Pages 3-5. The RFQ refers to an “offer and acceptance page” that “...shall be submitted with an original ink signature by the person authorized to sign the submittal.” Is the “offer and acceptance page” a form that we are to complete and sign to include with our submittal package? If so, is it possible that you could send us this form? **The “offer and acceptance page” is not a separate page. Just include that language with the proposal.**
7. Is the district looking for previous FEMA experience specifically within the Carson River Watershed or can previous FEMA experience include other regions? **Other regions are ok, but we would like to know about any work you have done in the Carson River Watershed.**

8. Page 6. Under Consultant Questionnaire Item 1A, please clarify what is meant by three example projects. Is it three projects per category we are submitting for, or three projects total? May we include more than three project examples? **You do not need to show three projects per category. You may include more than 3 projects. The purpose of this requirement is to see your firm's knowledge and expertise dealing with Risk Map studies.**
9. Page 6. Consultant Questionnaire Item 1A–2 mentions “Flood Related Infrastructure Design & Construction Management”. This is the first mention of design or construction in the RFQ. Elsewhere in this RFQ the work is described as “FEMA flood risk mapping, assessment, and planning studies”. Can you clarify the role that you foresee for infrastructure design and construction management services in work orders stemming from this RFQ? **We do not anticipate design and construction services, see Item 3a above.**