

ADDENDUM NO. 1
REQUEST FOR QUALIFICATIONS NO. 034-2024-PW-R001

ON-CALL ENGINEERING AND PROFESSIONAL CONSULTING SERVICES

TO: All Respondents

FROM: Dawn Ashton, Procurement and Contract Specialist

CLOSING DATE: April 8, 2024 at 3:00 p.m. PT (UNCHANGED)

REF NO.: 034-2024-PW-R001 – On-Call Engineering and Professional Consulting Services

DATE: Monday, March 25, 2024

A. The RFQ is changed as follows:

1. Ref Section 1.6 Minimum Qualifications: Change subparagraph A to read:

A. The proposing company shall have been in business for a minimum of five years from the date of issuance of this RFQ or must provide demonstrated successful completion of projects with Thurston County for similar services to the service category under which the company intends to submit a response.

B. In response to Pre-submission Inquiries received, the following information is provided to assist in responding to the above referenced RFQ.

QUESTIONS AND RESPONSES

1. Question: Ref Section 3.2 General Submittal Standards, paragraph B. Format, page 12: Would the County consider reducing the required font size to 11 pt.? Would using a 12 pt. font that is non serif be considered compliant? Would Calibri (12-pt) be considered an “equivalent” of Times New Roman? If not are there any sans serif fonts that would be acceptable? Is it correct to assume Times New Roman 12 or equivalent is the minimum font size and that headings and text within graphics are allowed to be larger than 12-pt.

Answer: The font may be equivalent to Times New Roman 12. Typefaces in which the look is similar in size and spacing and easily read may be used. Times New Roman 12 or equivalent typeface represents the minimize size font; larger font is acceptable.

2. Question: Ref Section 3.2 General Submittal Standards, paragraph B. Format, page 12: The RFQ states, “Proprietary statements, security markings, and page numbers should fall within the defined [0.5-inch] margin areas.” Is it acceptable for items containing no text and no substantial graphic information (such as the edge of a photo or color block) to fall outside of the margin?

Answer: Yes.

3. Question: Please confirm it is intentional to list professional surveying services under the geotechnical service category.

Answer: Professional surveying is listed under every Service Category rather than as a separate Service Category. If this activity is not self-performed it may be satisfied through subconsultants.

4. Question: Ref Sec 3.3 Submittal Content Tabbed Sections 4 through 11: For a civil firm with a surveying division, since there is no tabbed section for surveying specifically, would the County want to see the SOQ include a complete writeup for each of the tabbed sections that include a surveying portion? For example, for section 4, if the civil firm does not do bridge work, but could do the surveying portion. Alternatively, could surveying be added as a separate Service Category in Section 1?

Answer: If the firm performs the primary Service Category, then the SOQ should address 'surveying' as one of the activities under that Service Category. If the firm doesn't perform the primary Service Category, then no SOQ response should be submitted as a prime consultant.