



**RESPONSES TO QUESTIONS RELATING TO THE  
REQUEST FOR QUALIFICATIONS FOR  
FOR ON-CALL ENGINEERING SERVICES  
(RFQ-17-004)**

*Updated as of December 14, 2017*

<http://www.wrd.org/business/water-replenishment-business.php>

Below are responses to questions that have been asked during this Request for Qualifications (RFQ) process, and during the Mandatory Pre-Submittal Meeting on Thursday, December 7, 2017 at 2:00PM PST. The deadline for questions regarding this RFQ was on Monday, December 11, 2017 at 2:00PM PST.

QUESTION	RESPONSE
<b>Mandatory Pre-Submittal Meeting: December 7, 2017</b>	
1. Our firm is a geotechnical and environmental company with a more focused discipline of expertise, should our firm team with other firms?	If a firm can't provide certain services amongst the broad set of projects, it is an option for the firm to team together with other firms.
2. Is this RFQ a vehicle for managers that are responsible for the operations of the facilities to bring in engineering support related to the ongoing operations, such as optimization or replacement of membranes as the facilities come online?	Yes, this is the only vehicle WRD has on an as needed basis. There's discussion to potentially go out for isolated and/or specialized services at a later date.
3. The submittal requirement mentions a 25 page limit, which could be double sided. So it could be 50 pages of written text?	Yes.
4. Does the subconsultant have to be at this meeting in order to be part a part of team effort?	The prime consultant would need to be at this mandatory meeting. Adding a subconsultant not in attendance of this meeting is okay.
5. Do you have an existing list of the same RFQ, or is this a new RFQ?	This is a new RFQ.
6. You mentioned that there are up to a total of five firms selected for engineering services, and for CM services?	Yes, two separate pools of five firms for engineering services and construction management services.



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7.	Our firm can provide both Construction Management services and Engineering services. If we are selected as part of the engineering services pool, does our firm have a fair chance to be in the construction management services pool?	You can propose on both RFQs for engineering services and construction management services. Your firm could end up being in pools, however, for example - if you are selected to be the design engineer, you cannot be the construction manager for the same project.
8.	What are the majority type of projects that will be performed?	Please see Exhibit B.
9.	Does the construction management firm bring the testing inspection firm under their wing?	Yes
10.	Does the construction management pool have any relationship to projects on the on-call engineering pool?	It is assumed that the majority of the projects under on-call engineering services will go under the construction management services.
<b>Changes to RFQ-17-004</b>		
<u>Insertions of new text:</u>		
	Exhibit A: Description of Scope of Work and Services Task 1 – Technical and Feasibility Studies and Support Services	“G. Provide SCADA and CMMS Optimization Assessments and Services. “



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QUESTION	RESPONSE
<b>New Questions:</b>	
14. Can you please provide more detail regarding “environmental assessments”? Does this mean CEQA and related studies? There was no specific task for CEQA in Exhibit A or is it assumed to be covered in Subtask 3.5 Permits?	Yes, CEQA and associated Environmental Assessment are assumed to be covered under Subtask 3.5 Permits.
15. Will the indemnification language in Section 13 of the Standard Professional Services Agreement be revised in accordance with Senate Bill 496 (SB-496, effective January 1, 2018) before the agreement is finalized?	No. The law stipulates that all contracts and all solicitation documents between a public agency and a design professional are deemed to incorporate the provisions of SB496 by reference. The language of SB 496 is narrow and since these are on-call agreements, the scope of the engagement may or may not conform. Therefore, where applicable SB496 will apply.
16. Can Sections 5.6 and 5.9-5.11 be combined into a single tab/section to reduce the number or pages in the proposal?	Yes.
17. In the pre-proposal meeting on December 7, 2017, WRD staff indicated that the 25 page limit referenced in Section 6.1 of the request for qualifications is for double-sided pages. Please confirm that a single, double-sided sheet will only count as one page toward the page count.	Yes.



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	<b>QUESTION</b>	<b>RESPONSE</b>
18.	<p>Will the District consider adding the following to language to the end of Section 5, Ownership and Use of Documents, of the WRD Standard Professional Services Agreement?</p> <p style="text-align: center;"><i>District agrees to indemnify, defend and hold the Consultant harmless from and against any claims or damages that may result from the subsequent use, reuse, transfer or modification of the Consultant’s Documents, except on projects where the Consultant has been retained to provide services.</i></p>	WRD will not agree to the proposed language. WRD does not under any circumstance take on the obligation to indemnify and defend contractors.
19.	Section 2 of the RFQ specifies a three year contract term and Section 9.3 of the RFQ specifies a two year contract term. Please clarify the expected duration of the contract term.	The contract term is for three years.



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<p>20. Re: <b>Section 2 Background</b> (page 1 of the RFP), third paragraph, middle sentence: <i>The Consultant must provide a proposal in response to each solicitation from the WRD project manager.</i></p> <p>Is it expected that the engineering on-call firm will prepare designs for projects such as the following listed in Appendix B?</p> <ul style="list-style-type: none"> <li>Goldsworthy fiberglass grating replacement</li> <li>Goldsworthy roof replacement</li> <li>WRD Office Building roof rehabilitation</li> </ul>	<p>Yes.</p>



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<p>21. Re: <b>Section 7.5 Local Business Enterprise (LBE) and Small Business Enterprise (SBE) and Veteran Business Enterprise (VBE) Preference</b> (page 8 of the RFP), first paragraph, last sentence: <i>For purposes of this evaluation, the District may provide preference of up to 5% of the total evaluation points for consultants with at least 20% participations of LBE or at least 20% participations of SBE/VBE.</i></p> <p style="margin-left: 20px;">a. Can the minimum 20% participation consist of a combination of LBE, SBE and VBE firms, or is the intent that the 20% participation be either LBE <b>or</b> a combination of SBE and VBE?</p> <p style="margin-left: 20px;">b. Is it WRD’s expectation that this minimum 20% participation level be met with each individual task order, or will it be based on the total contract value of each prime firm at the end of the contract term?</p>	<p>a. The minimum 20% participation is not a combination of LBE, SBE, and VBE. To qualify for the 5% of total evaluation points the consultant must have a least 20% participation as an LBE, <b>OR</b> at least 20% participation as an SBE/VBE. Companies having certifications for VBE may submit such certifications, which may be used by the District in partial fulfillment of the 20% SBE participation.</p> <p>b. If the firm qualifies for the LBE, SBE, VBE preference it will only be for this RFQ solicitation, in order to be selected for the consultant pool. Each task order will not consider LBE/SBE/VBE preference.</p>



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<p>22. <b>Re: Billings Rates:</b> Can you clarify the expectation for what the billing rates will include? Below are the 3 sections of the RFP related to billing rates. Items 1 and 3 imply that all costs (labor, ODCs, subconsultant costs, etc.) should be included in the prime consultant’s billing rates, which implies that these costs would not be invoiced as distinct line items to WRD. Item #2 below implies that the rate sheet should list other rates or fees such as markups and ODCs.</p> <p><b>Section 2.0 Background</b> (page 1 of the RFQ), third bullet: <i>Fee estimates shall include hours associated with the approved rates from the RFQ, all other direct costs (ODCs), sub-consultants, markups, or other firm-specific fees should be fully burdened in the billing rates. No ODCs, allowances or markups will be allowed for the duration of the contract.</i></p> <p><b>Section 5.12 Rate Sheet</b> (page 5 of the RFQ), second sentence: <i>The rate sheet shall also include any other rates or fees, such as markups for subconsultants/subcontractors not identified as part of the project team, equipment markups, or other direct costs that may be incurred.</i></p> <p><b>Exhibit A, Rate Schedule and Reimbursement</b> (page 12 of the RFQ), item ii: <i>All expected fees and other direct costs (ODCs), sub-consultants, markups, or other firm-specific fees should be fully burdened in the proposed billing rates. No ODCs, allowances or markups will be allowed for the duration of the contract.</i></p>	<p>It is expected that both the prime consultant and the subconsultants have fully loaded rates. For example, WRD will not pay for ODC’s, printing expenses, technology allowances, additional fees, etc. – all of these costs are to be accounted for in the individual billing rates. Subconsultant invoices shall be included with prime consultant invoices to be reimbursed by WRD, however, no markup by the prime consultant on subconsultant rates and or invoices shall be allowed. All billing rates must be valid for the three year duration of the on-call program. Any new changes to billing rates, such as promotions of individuals within the consulting firm, will not be approved by WRD.</p>



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	<b>QUESTION</b>	<b>RESPONSE</b>
23.	<b>Re: Statement of Qualification submittal deadline:</b> Because the proposal preparation spans the year-end holiday period, would WRD consider a 1-week extension to January 10?	No.