



CITY of COLFAX

C A L I F O R N I A

CITY HALL, 33 SOUTH MAIN STREET, COLFAX, CA



RESPONSE TO QUESTIONS

TO: Qualified Construction Management and Inspection Firms

DATE: December 15, 2014

SUBJECT: Response to written question for the
Request for Qualifications – On-Call Construction Management and Inspection Firms

Per the subject RFQ advertised on December 1, 2014, the deadline for questions regarding the RFQ package and process must be submitted by December 11, 2014 at 5 PM. Responses to questions received before that deadline are provided below.

QUESTION/RESPONSE:

Q1: Who is on the City's RFQ distribution list?

R1: The RFQ notice was advertised in Auburn Journal, on the City's website, and on the City's public notice board at City Hall. The names of, and number of firms retrieving the RFQ from the City's website was not tracked and is not known. All qualified professional firms are welcome to submit SOQs.

Q2: Does the City have a CIP list or a list of anticipated construction projects? If not, could you identify the primary types of upcoming projects (transportation, water, wastewater, etc).

R2: The City has three known pending projects

- 1) 2015, construct pedestrian and bike improvements on Grass Valley Street across Union Pacific Railroad tracks and rehabilitate the roadway
 - 2) 2015 or 2016, construct pedestrian and bike improvements on Main Street between Grass Valley Street and State Route 174.
 - 3) 2015, construct a sidewalk on East Oak Street between Auburn Street and Railroad Street.
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Q3: Will the City contract separately for materials testing services? We understand the City has an on-call list for geotechnical firms and assume this list would be used.

R2: The City plans to contract with a geotechnical professional for material and soil sampling and testing during construction. The RFQ process for this services has been completed but select of a firm or firms for the above mentioned projects has not been made.

Q4: Is the Certification of Costs & Financial Management System form (Attachment 5) required as part of the submittal? If so, please provide the total contract amount to be assumed.

R4: Attachment 5 is provided for informational purposes only and to make the Consultant aware of Federal requirements for a contract with the City. Any Consultant must meet the requirements of Section I.K of the RFQ and Exhibit 10-K (Attachment 5) in order to qualify for a contract. Completion of the 10-K document is not required with the SOQ.

Q5: Does the City require standard billing rates to be submitted with the SOQ? We did not see this request in the RFQ.

R5: Neither billing rates nor cost proposals are to be submitted with your SOQ. Selection will be qualification based. Rates and cost proposals may be requested on a project by project basis from the selected firm(s).

Q6: Where in the SOQ do you want us to include Exhibit 10-02, Exhibit 10-K, and agreement comments? Will this be counted as part of the 20 pages?

R6: See response to Q4 and as follows. All attachments are informational only and to be used, as seen fit by the Consultant, in responding to the RFQ. The selected firm(s) will be required to complete Exhibit forms 10-02 & 10-K on a project by project basis. Any Sub-consultants that the primary Consultant plans to employ, as needed, must be listed per Attachment 3.

Q6: We plan to incorporate illustrations and figures throughout our SOQ; can we include the additional 5 pages as part of our SOQ.

R6: Per Attachment 3, the SOQ can total a maximum of 27 pages which includes no more than 5 pages of figures and illustrations.

Q7: Will a table of contents and divider pages/tabs be counted as part of the 20 pages.

R7: Clear covers, SOQ covers, backings, and section dividers do constitutes pages in the SOQ unless SOQ content is placed on those section dividers. The 27 page limit is for SOQ information content only.