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## ADDENDUM #2

### RFQ #130 Gotham and Elmhurst Road Widening Engineering Services

Dated: February 3, 2011

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Please add the following scope of work in your proposal. Be sure to include these services in your fee proposal. Failure to acknowledge/include the scope of work describe herein in fee portion of your proposal will constitute a non-responsive proposal.

#### Questions and Answers

Q) Should we address the transmittal letter to Henry Amigable, or generically as "Bond Program Director"?

A) Please address the transmittal letter to: Robert DeLiso, Bond Program Manager.

Q) The Transmittal Letter/Introduction section is labeled as 1 page maximum, is this front and back of one page?

A) One (1) sided page maximum for the introduction letter.

Q) Under Section 5. Cost / Fee, I am reading the cost and fee as an hourly rate for any employee work, along with a separate fixed fee for the scope of services. I am also reading that this is to be put under the Cost/Fee tab in the folder, along with a separate sealed envelope labeled Cost and Pricing (only one envelope is required?). It is also my understanding that this Cost and Pricing envelope go in the sealed package along with the RFQ's.

A) Both a fixed fee cost and hourly rate sheets are required. One sealed envelope may contain both documents.

Q) Part V, Section B. Evaluation Criteria states under the second bullit point that Staffing and Organization is to be a criteria judged upon, although staffing and organization is not specifically asked for under the Response Content - should I include Organizational Chart and resumes in either 3. Company Profile and Overall Experience or 4. Related Experience and References?

A) Please revise section B Evaluation Criteria to read:

By use of numerical and narrative scoring techniques, responses will be evaluated by the Evaluation Panel against the factors specified below, which are listed in descending order of weight and importance. **The District may consider other factors not listed below during evaluation such as experience with similar regulatory agencies via project experiences, etc.**

Preposition AA & B



Within each evaluation criterion listed, the subcriteria to be considered are those described in the "Response Format and Content" section of this RFQ.

- Qualifications, experience and references of respondent;
- ~~Staffing and organization;~~ **DELETE**
- Miscellaneous [exceptions/deviations, certifications and affidavits, *and* other relevant factors not considered elsewhere]
- Completeness of response, adherence to RFQ instructions

[End of Document]

Preposition AA & R



At Work!

