

Requested Information/Clarification:

- 1. As per p35 of 101 (#d) of RFP, would you consider allowing a smaller than requested 12-font for the resumes?
- 2. As per p35 of 101 (#e) of RFP, is it acceptable for proposals to be "comb-bound" (instead of spiral bound)? Most AE firms have comb-binding machines (not spiral bound machines, this requires extra time to go to Kinkos).
- 3. As per p35 of 101 (#f) of RFP notes a 60-page limit. However the breakdown of section page count limits on p.35-36 add up to 50-pages. Where could the other 10-pages be used? Can a letter be included at the beginning of the proposal and if so does this count toward the page limit?
- 4. As per p39 of 101 (f.1.1.) of RFP, for the projects on the "master project list". As not more than (2) projects can fit on one-page and there is a five-page limit for this section, presumably there would likely be (10) projects in this section. For projects to include in this section that are NOT >\$20M, would the priority be to list (next) highest \$ value projects or D/B projects (that may be of a much smaller construction value)?
- 5. As per p39 of 101 (f.1.1.) of RFP, please confirm that the most important/required criteria for projects here are: A) construction value \$20M+ and b) completion within last 5 years, and that a firm should fill this section with those types of projects first (whether or not they are D/B)?
- 6. As per p39 of 101 (f.1.2.) of RFP, presuming not more than (10) projects will fit on the (5) pages of "master project list", the (10) selected projects for the "relevant project summaries" would therefore be the same projects, correct? (as noted they must come from the master project list)
- 7. As per p39 of 101 (f.1.1.) of RFP, for the bullet list describing what is "relevant" (D/B projects, Cemetery projects, etc.), are these (4) things listed in order of importance/weight? In other words, does a D/B non-cemetery project trump a non-D/B cemetery project (regardless of \$ amount)? Or is consideration of the 4 bullets meant to be taken as a whole?
- 8. Re: Attach 3 (Project Master List), on #9 of Attach 2 (Project Master List Instructions) it notes RFP paragraph "3.8.1.2". However, no such number exists in the RFP. Is the correct reference "F.1.1."? In a related question, on p3 of 101 on the RFP it goes from section 2.0 to section 4.0 (there is no section 3.0).
- 9. Re: Attach 3 (Project Master List), at top of Attach 2 (Project Master List Instructions) it notes RFP paragraph "3.9.1.1". However, no such number exists in the RFP. Is the correct reference "F.1.1."?
- 10. In Attach 4 (Past Performance Questionnaire), if submitted by AE (not GC) firm, should AE firm's name be used in block 1a (even though it says "contractor name")?
- 11. Re: Attach 3 (Project Master List), is it acceptable for the font on this form to be 10 (instead of 12) to allow fitting 2 projects per page? Otherwise, it will be very challenging to fit (10) projects on the 5-page limit for this section.

Responses:

- 1. As per p35 of 101 (#d) of RFP, would you consider allowing a smaller than requested 12-font for the resumes? **RESPONSE: NO**
- 2. As per p35 of 101 (#e) of RFP, is it acceptable for proposals to be "comb-bound" (instead of spiral bound)? Most AE firms have comb-binding machines (not spiral bound machines, this requires extra time to go to Kinkos).

RESPONSE: YES

3. As per p35 of 101 (#f) of RFP notes a 60-page limit. However the breakdown of section page count limits on p.35-36 add up to 50-pages. Where could the other 10-pages be used? Can a letter be included at the beginning of the proposal and if so does this count toward the page limit?

RESPONSE: 60 pages is the correct limit. Add 10 pages to Factor II, Sub-Factor B, Staffing Plan.

- 4. As per p39 of 101 (f.1.1.) of RFP, for the projects on the "master project list." As not more than (2) projects can fit on one-page and there is a five-page limit for this section, presumably there would likely be (10) projects in this section. For projects to include in this section that are NOT >\$20M, would the priority be to list (next) highest \$ value projects or D/B projects (that may be of a much smaller construction value)?

 RESPONSE: See questions #6 below
- 5. As per p39 of 101 (f.1.1.) of RFP, please confirm that the most important/required criteria for projects here are: A) construction value \$20M+ and b) completion within last 5 years, and that a firm should fill this section with those types of projects first (whether or not they are D/B)?

RESPONSE: The Project Master List is intended to list projects ≥ \$20M, completed in the last 5 years and completed by the same company division/business segment that is proposed to perform the work contained in this RFP whether or not the listed projects were D-B.

6. As per p39 of 101 (f.1.2.) of RFP, presuming not more than (10) projects will fit on the (5) pages of "master project list", the (10) selected projects for the "relevant project summaries" would therefore be the same projects, correct? (as noted they must come from the master project list)

RESPONSE: Do not list projects with a value less than \$20M on the Project Master List. Up to ten (10) projects from the Project Master List may be proposed as "relevant" in accordance with the criteria listed in F.1.12 on page 21 of 89 of the RFP.

7. As per p39 of 101 (f.1.1.) of RFP, for the bullet list describing what is "relevant" (D/B projects, Cemetery projects, etc.), are these (4) things listed in order of importance/weight? In other words, does a D/B noncemetery project trump a non-D/B cemetery project (regardless of \$ amount)? Or is consideration of the 4 bullets meant to be taken as a whole?

RESPONSE: The four bullets are in descending order. Relevant Project Summaries must be taken from the Project Master List which requires value \geq \$20M, completed in the last 5 years and completed by the same company division/business segment that is proposed to perform the work contained in this RFP.

8. Re: Attach 3 (Project Master List), on #9 of Attach 2 (Project Master List Instructions) it notes RFP paragraph "3.8.1.2". However, no such number exists in the RFP. Is the correct reference "F.1.1."? In a related question, on p3 of 101 on the RFP it goes from section 2.0 to section 4.0 (there is no section 3.0).

RESPONSE: Refer to F.1.2 on page 39 of 97 in the RFP

9. Re: Attach 3 (Project Master List), at top of Attach 2 (Project Master List Instructions) it notes RFP paragraph "3.9.1.1". However, no such number exists in the RFP. Is the correct reference "F.1.1."?

RESPONSE: Comply with F.1.1 and F.1.2 on page 39 of 97 in the RFP

10. In Attach 4 (Past Performance Questionnaire), if submitted by AE (not GC) firm, should AE firm's name be used in block 1a (even though it says "contractor name")?

RESPONSE: YES

11. Re: Attach 3 (Project Master List), is it acceptable for the font on this form to be 10 (instead of 12) to allow fitting 2 projects per page? Otherwise, it will be very challenging to fit (10) projects on the 5-page limit for this section.

RESPONSE: Required font size is 12 pt.