



FAYETTEVILLE PUBLIC WORKS COMMISSION

PROCUREMENT DEPARTMENT

<https://www.faypwc.com/bids/>

Bid Addendum

PWC Number: PWC2324044

Bid Title : On-Call Water Resources Professional Engineering Services- Water Facilities

Bid Opening Date and Time: February 7, 2024 at 5:00pm

Addendum Number: II

Addendum Date: January 12, 2024

Procurement Advisor: *Victoria McAllister, Purchasing Manager*
procurement@faypwc.com

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1. Return one properly executed copy of this addendum with bid response or prior to the Bid Opening Date/Time listed above.
 2. The solicitation is hereby modified as follows:

M1. QUALIFICATION STATEMENT REQUIREMENTS, SECTION 2-PERSONNEL

The following section has been removed and replaced with the following language:

Section 2 – Personnel (20% of score)

- Identify the client and anticipated project manager's name and provide resume of their experience. Include contact information.
- Identify team members proposed for the specified discipline, and their anticipated role in working on a project.
- Specify professional qualifications of key management and staff personnel to be assigned to the specified discipline.
- Identify specialty, level of expertise, education and any direct work experience on projects similar in scope to the specified discipline.
- Identify personnel to be used that are located in a local office of the firm.

Note: Substitution of other personnel after the selection is made must be approved by PWC.

M2. QUALIFICATION STATEMENT REQUIREMENTS, SECTION 3- CONSULTANTS/SUB-CONSULTANTS/OTHER PARTICIPANTS

This section has been removed and replaced with the following language:

Section 3 – Consultants/Sub-consultants/Other Participants (15% of score)

- Provide a general list of consultants who would be retained to provide services for the specified discipline outlined in this RFQ. Provide a synopsis for each to include size of staff, names of key personnel and services to be provided as well as past experience.

- Specify how your firms would manage and allocate work anticipated to be attributed to these consultants.
- Identify personnel to be used that are located in a local office.

Note: If other Consultants or Sub-contractors are substituted or other Consultants or Sub-contractors are needed based on the assigned project, these Consultants and Sub-contractors must first be approved by PWC.

M3. QUALIFICATION STATEMENT REQUIREMENTS, SECTION 4- PROJECT AND PROJECT MANAGEMENT EXPERIENCE

This section has been removed and replaced with the following language:

Section 4 – Project and Project Management Experience (25% of score)

- Document expertise in the specified discipline that is listed in this RFQ.
- Indicate any previous project experience with PWC, within the past five (5) years. Provide a brief project summary, PWC contact, and whether the project was completed within scope, budget, and schedule.
- Provide a brief description of at least five (5) relevant projects completed in the last five (5) years, for the specific discipline listed in this RFQ. Include work completed under similar on-call engineering service agreements with other utilities and/or municipalities.
- Provide names and contact numbers for references for similar projects.

M4. QUALIFICATION STATEMENT REQUIREMENTS, SECTION 5- PROJECT APPROACH AND UNDERSTANDING

This section has been removed and replaced with the following language:

Section 5 – Project Approach and Understanding (30% of score)

- Provide detailed information on your firm's ability to provide the engineering services for the specified discipline that is described in this RFQ. Include discussion on proposed processes for managing and completing projects under the specified discipline.
- Identify your firm's general approach to managing projects under the specified discipline described in the RFQ and describe the approach your firm would use to staff various projects under the specified discipline.
- Describe why your firm should be selected.

3. Following are questions received about the solicitation and the SME's answers to the questions.

Q1. *Does PWC want to see full teams (including subconsultants) to cover all of the potential tasks/projects listed under the Scope of Services on Page 3, or is it acceptable to submit on a limited number of task/project types?*

A1. PWC would like to see a team put together (including proposed subconsultants) that can complete various projects related to water plant infrastructure.

Q2. *Are all of the tasks/services for this contract solely in support of water facility projects, or do you expect some individual pipeline jobs, as well?*

- A2.** All of the tasks/services under this RFQ will pertain to water plant infrastructure.
- Q3.** *Is local experience with PWC and your projects part of the scoring criteria?*
- A3.** Yes, prior experience with PWC is part of the scoring criteria. Please see the revised Section – 4.
- Q4.** *We have a question regarding the RFQ requirements for Section 5 – Project Approach and Understanding, that requests we include a “listing and description of each phase of the Project and identify key staff who will be assigned to each phase of the project” and to “provide a proposed schedule for completing the work.”*

Due to the nature of on-call contracts, we do not yet know which projects/task orders we may be assigned in order to provide a list and description of each project phase, assigned staff, and proposed schedule(s) for completion. Is PWC requesting a generalized/typical approach to delivering on-call assignments and a generalized/typical schedule for completing projects/task orders?

- A4.** See revised Section 5.

Failure to acknowledge receipt of this addendum may result in rejection of the response.

Check ONE of the following options:

- Bid has not been e-mailed. Any changes resulting from this addendum are included in our bid response.
- Bid has been e-mailed. No changes resulted from this addendum.
- Bid has been e-mailed. Changes resulting from this addendum are as follows:

Execute Addendum:

Offeror: _____

Authorized Signature: _____

Name and Titled (Typed): _____

Date: _____