



QUESTIONS & RESPONSES #02

RFQ or RFP / TITLE	070707 - ON-CALL SEPA, NEPA AND ENVIRONMENTAL PERMITTING SERVICES
CONTACT	JULI TUSON, PROCUREMENT
EMAIL	procurement@portoftacoma.com
PHONE NUMBER	253-383-9436
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	PROPOSER QUESTIONS	PORT RESPONSES
1	<p>On page 10, item 3.3 requests “an organization chart of your firm and the respective roles that each employee will provide for the team.” Typically, we would provide an organization chart of our team in our SOQ (assuming we have subconsultants) that notes each team member’s/employee’s respective roles. Can you please clarify whether our org chart should reflect our entire FIRM, vs. just the proposed TEAM organization?</p>	<p>This criteria is referencing the team described in criteria 2. The organizational chart is to reflect the team proposed to complete the scope of work.</p>
2	<p>On page 9, Submittal Requirements, item 2e requests that the “total cost of project” be provided. Does “total cost of project” mean the responding consultant’s professional fee for their services on the project, or their client’s total design/construction budget for the project?</p>	<p>“Total Cost of Project” is referring to the owners total cost of the project including design and construction.</p>

3	<p>Our team provides both expertise and depth in both Category A and B services (although our Category B team has 1 more subconsultant than our Category A team), and we would like to submit proposals under both categories, as was allowed under previous RFQs. Although the RFQ does not appear to prohibit this approach, Q&R#2 (9/19/17) prohibits dual submittals. While we understand the potential additional Port work load associated with reviewing a greater number of proposals, we believe the Port would be well served by the opportunity to evaluate our team under both Categories. We are strongly motivated to serve the Port in whatever capacity the Port deems most helpful (A or B), and we do not want to disqualify our team by failing to abide by Port SOQ instructions. Will the Port re-consider allowing firms to submit under both categories?</p>	<p>No, the Port will not change the requirements set forth in the questions and answers #1 provided on 09/19/2017.</p>
4	<p>Given space restrictions (8-pages) for our SOQ, every word we submit comes at a premium. We believe space can be saved by eliminating the RFQ requirement to provide Client physical addresses for each representative project listed. Will the Port consider waiving this requirement and allowing us to provide only phone and email contact information?</p>	<p>No, a physical address is needed for correspondence purposes.</p>
5	<p>My company is considering submitting as a prime for Category A and providing cultural resources as a subconsultant for a company submitting under Category B. Would this be allowed for this RFQ?</p>	<p>Yes provided however, that the requirements provided in the questions and answers provided on 09/19/2017 are met.</p>