

RFP for Countywide Annual A & E Professional Services for the Design & Engineering of Water Crossing Structures

Questions and Answers

Below are the questions asked and answers given pertaining to the Request for Proposals for Countywide Annual from November 24, 2022 to December 7, 2022.

- 1) Are the type and size of structures to be designed known at this time?

No, there are no set structures proposed for design at this time

- 2) Is this contract only for fish passage projects?

While it is anticipated that most of the structures designed under this culvert will be for fish passage designs it is possible that disaster events may leave us short staffed and in need of assistance for developing designs for non-fish stream culvert replacements as well.

- 3) Would it be beneficial to list more than one project manager?

In the past consulting firms providing annual services have only had one project manager and I believe this is helpful to ensure changes requested on projects are understood and incorporated into subsequent designs for all projects. I suppose if a large structure were to be replaced it could be helpful for the structural engineer to be the project manager, however, this would only be sensible so long as this individual also had a firm grasp on project management and scheduling needed to complete the environmental assessments as well. If more than one project manager is listed in a proposal it would be expected that a project manager for a specific project would remain the same from project start to project completion.

- 4) Under the recently completed similar projects would it be alright to list on-going projects?

Yes, just be sure to include some completed projects as well so long as you have some.

- 5) I am struggling with the Arial 12 point font required for graphics and tables? Specifically the org chart and key personnel table resumes.

Upon review of proposals submitted under previous RFPs it appears that smaller font size was used within figures and tables as well as under key personnel listing education, registrations, and certifications. If needed, smaller font size may be used in these instances but the main body of the document should be in Aerial, font size 12.