



RFQ-JN-15-23
ADDENDUM 3
WADSWORTH BOULEVARD WIDENING:
35th AVE to 48th AVE
ENVIRONMENTAL AND ENGINEERING CONSULTING SERVICES

DATE: December 22, 2015

FROM: Jennifer Nellis, Purchasing Agent

A handwritten signature in black ink, appearing to be "JN", is written over the name Jennifer Nellis.

PROPOSALS DUE: THURSDAY, JANUARY 7, 2016, BY 4:00 P.M. OUR CLOCK

The following information is provided to all prospective offerors and is hereby made a part of the above-referenced proposal documents. **Proposers must acknowledge this Addendum 3 with their submittal.** This addendum is a total of two pages and includes.

CLARIFICATION, ADDITIONAL INFORMATION, CHANGES:

1. **Question:**

With a requested maximum submittal of 75 pages, does this include tabs and covers?

Answer:

No, it is intended to include the substantive information.

2. **Question:**

What is needed regarding CDOT audit pre-qualification?

Answer:

Primes should provide a statement reflecting the status of their firm's audit, is it current, under review by CDOT, etc. The City will confirm that the audit is final prior to making an award for this work.

3. **Question:**

Page 11 of the RFQ requests a matrix of in-house personnel, does this also need to be provided for sub-consultants.

Answer:

Yes.

4. **Question:**

Does other work potentially happening on 38th Ave. influence this project?

Answer:

The City Charter requires that citizens vote if there is intent to make a street width change. This has influenced the outcome of projects several blocks east of Wadsworth Blvd. on 38th Ave.

5. **Question:**

Do you only want the following information in the initial submittal:

- Forms and Insurance Requirement, Debarment Statement
- Qualifications of the Firm
- Project Approach
- Professional Services

Then, if selected for an oral interview, we would need to provide:

- Personnel (including our Project Manager and key staff) information and Project Manager references
- Past Performance (project experience)
- Schedule and Budget
- Location of personnel
- 24 month Workload
- Contract volume
- Meeting the 15 % DBE Goal

Answer:

In general the answer is yes; however, much of the material required for the interviews is also included to an extent with the initial submittal. The differences are the amount of detail and how the information is scored.

6. Question:

In the paragraph for Minimum Requirements, it notes that the consultant's pre-negotiation audit with CDOT must be current prior to award of the contract. Is it acceptable that we are in the process of updating our audit information with CDOT during the proposal process? If so, do we just comment to that effect within the document? It is our understanding that the update process will be complete well before the award of the project in early March. However, we wanted to verify with you that it is acceptable to submit while the update process is underway?

Answer:

If the CDOT audit is not up to date, but in process, that is fine. Just provide the status of the audit and the expected completion date, which needs to be before contract award.

Visit the City website for bid documents, addendum, project updates at www.ci.wheatridge.co.us

POINT OF CONTACT: Jennifer Nellis, Purchasing Agent, jnellis@ci.wheatridge.co.us or fax 303-234-5924 or phone 303-235-2811. Do not contact the user department or evaluation committee.