



**REQUEST FOR QUALIFICATIONS
FOR
GENERAL ON-CALL PROFESSIONAL, TECHNICAL AND/OR
ENGINEERING SERVICES**

Questions and Answers

The following questions and answers pertain to the Request for Qualifications (RFQ) for General On-Call Professional, Technical and/or Engineering Services that was released on Wednesday, September 30, 2020.

- 1) Q: With regards to the above referenced RFQ, can we submit for only a selection of the categories?
A: Yes, with a minimum of three selected categories. As stated on Page 2, Scope of Services - "One or more consultants are being sought to provide at least three, if not all of the services listed below."
- 2) Q: In the RFQ under Section 6 - Billing Rate Schedule, is annual fee escalation permitted each year for the up to 5-year contract duration?
A: The rates provided should be for the duration of the contract, escalation is not permitted.
- 3) Q: In the event that we need a subconsultant to provide specialized studies, i.e. traffic impact analysis, can we include them at a later time?
A: Yes.
- 4) Q: On page 3 of the RFQ, it states: Submission of a SOQ constitutes acceptance of Professional Services Agreement attached as Attachment A unless for exceptions that are noted with the submission and are approved by GWMA. Do Professional Services Agreement exceptions count towards the 25-page limit?
A: Yes, SOQs received are limited to a total of 25 pages.
- 5) Q: On page 4 of the RFQ, it states: Other Direct Costs (ODCs) are reimbursed at cost. No markups are allowed. Backup documentation is to be included when invoiced. ODCs shall not include charges for computer usage, administrative costs, telephone or facsimiles equipment or use. Are we allowed to provide mark-ups on our subconsultants' rates?
A: Mark-ups are not allowed on sub-consultant rates.



- 6) Q: The RFQ does not indicate whether any exceptions can be taken to GWMA's standard contract. Can you please clarify if any contract modification requests will be accepted, or are open for discussion upon selection?
- A: As indicated in the RFQ, exceptions must be included with the Statement of Qualifications. Contract modifications are open for discussion upon selection. Please note, as stated above in item 4, any list of exceptions requested shall be included within the 25-page limit. Modifications will not be considered if it is not included with Statement of Qualifications.

End of Questions and Answers.