

RFQ Addendum # 1

Request for Qualifications for On-Call As-Needed Engineer/Architect Services for Elevator Design & Construction Administration (Solicitation # 5359)

Date of Addendum # 1: March 4, 2020

The Request for Qualifications (RFQ) for the above named project is amended as noted in this Addendum. This Addendum consists of three (3) pages.

This Addendum lists questions received and SHA's responses and has the attendance list for the Pre-Submittal meeting attached.

The following is a list of questions received and SHA's responses to those questions.

Question 1. On page 6, under item D, the Organizational Chart for Proposed Team is listed in the same bullet point as the cover letter. Should the org chart be included in the cover letter, or is it meant to be a separate item?

Response: *Please refer to the Organizational Chart in your cover letter saying where we can find it in your Submittal.*

Question 2. Also in Item D and regarding organization of our content: Resumes are listed on page 6 and again at the bottom of page 7. Would you prefer we include resumes after the org chart, or at the end of the Criteria 3 section?

Response: *That was a typo showing that bulleted item twice. Please include your key personnel resumes after your responses to the Criteria.*

Question 3. At the top of page 7, under Criterion 1, it indicates "your plan must include, if applicable, pre-award commitments or agreements". Are we required to include pre-award commitments? If so, what should we include to fulfill the requirement?

Response: *If you plan on using any WMBE firms, if needed to fulfill any possible scope of work, please just list the WMBE firm names with their expertise. Since this will be an on-call type of Contract, there is only a general scope at this time, so we won't require pre-award commitments.*

Question 4. Pertaining to project examples, do all of the projects we select need to have obtained permits specifically through City of Seattle SDCI, or would it be appropriate to include examples where we have obtained permits through other authorities having jurisdiction?

Response: *Project examples provided by firms do not have to be permitted specifically through SDCI, project examples can be permitted through other authorities having jurisdiction.*

Question 5. Do you anticipate there being one or multiple teams contracted for this on-call?

Response: *SHA will be selecting one firm to contract with for this RFQ scope.*

The Attendance List from the Pre-Submittal Meeting is attached to this Addendum No. 1.

END OF RFQ ADDENDUM # 1

Pre-Submittal Meeting Sign-In Sheet
On-Call As-Needed Engineer/Architect Services for Elevator Design & Construction Administration
 Wednesday, February 26, 2020 at 10:30 a.m.

Name of Firm/Agency	Name of Representative	Address, City, State, Zip	Telephone Number	E-mail Address
ECS	Greg Ernst	1117 31 st Avenue S. Seattle, WA	206-595-4252	greg@elevatoradvice.com
The Greenbusch Group, Inc.	Rami Kaur	1900 W. Nickerson St., Suite 201 Seattle, WA 98119	206-378-0569	Ramik@greenbusch.com
OAC Services	Todd Thiel	2000 1 st Avenue S Seattle, WA 98132	206-861-5624	tthiel@oacsvcs.com
Lerch Bates	Kevin Evans	19515 North Creek Parkway, Suite 304 Bothell, WA 98011	425-209-8971	Kevin.evans@learchbates.com
Tonkin Architecture	Tim Quinn	2701 First Avenue, Suite 520 Seattle, WA 98121	206-624-7880	tim@tonkinarchitecture.com