



County of Sacramento

December 2, 2022

To: Prospective Proposers

From: Sherrie Antonio
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Sacramento County Department of Airports

Subject: Addendum # 1 – Architectural and Engineering Consulting Services for Terminal B to Concourse B Pedestrian Walkway and Concourse and Terminal Expansions Request for Qualifications and Experience - Sacramento International Airport

Addendum # 1 to the Request for Qualification and Experience (RFQ&E) Architectural and Engineering Consulting Services for Terminal B to Concourse B Pedestrian Walkway and Concourse and Terminal Expansions includes answers to questions received by the deadline.

The Sacramento County Department of Airports (Department) received twenty three (23) questions in response to the RFQ&E. Listed below are the submitted questions along with the Department's responses. The questions are represented in the original format exactly as submitted to the County. No spelling or grammatical corrections were made to any question.

1. Can you please tell me how Commissioning services will be procured for the attached project: Terminal B?

Answer: If needed, the selected A/E consultant will be requested to provide a proposal for each project. Commissioning services would be included in the post construction part of the proposal.

2. Also, how can I preposition for Cx services on future SMF projects?

Answer: Assuming that the term "Cx," means customer experience, there is no requirement that a specific task needs to be achieved. The use of customer experience is more of a qualitative term.

3. Are the insurance requirements in Exhibit B applicable for this project? Are they negotiable? SMF's answer to this question will influence our decision to submit an SOQ, so an expedited response would be greatly appreciated instead of waiting for an issued addendum on 12/2/2022.?

Answer: Yes, the insurance requirements in Exhibit B are applicable for this agreement. The insurance requirements are established by County Risk management and are not typically negotiable.

4. What are the insurance requirements for subconsultants, particularly smaller entities such as landscape architects, cost estimators, etc? Are they required to also meet the minimum limits of insurance in Exhibit B?

Answer: This RFQ/E is a solicitation for consulting service which will result in an agreement between the County and the successful proposer. The insurance requirements are only for those identified in the agreement.

5. Are alternate fonts allowed for headings and sub-headings?

Answer: Yes.

Keep in mind that legibility is critical and that the overall effect of the presentation on the page is to afford good communication and to not be unnecessarily distracting.

6. Is the Fee Schedule with hourly rates expected to be included in the SOQ? If so, does it count toward the 20-page maximum limit? Also, should it include rates for just the DOR, or should it include all relevant subconsultants as well?

Answer: Yes, the Fee Schedule shall be included in the SOQ&E. No it does not count towards the page limit. All relevant rates should be included. The Fee Schedule should include sub-consultants rates as well.

7. Question 1: Regarding the the following DOR qualification criteria: "At least five (5) years of experience serving as the owner's representative for design-build, construction manager at risk or a hybrid of project delivery methods"

1. Must the experience requested be continuous on a single assignment or can it be made up of multiple assignments?
2. Does an Architect of Record fall under the definition of "owner's representative"?
3. Can the requirement be fulfilled using the qualification of a consultant?

Answers:

1. Whether the experience includes complete involvement on one or more projects or some involvement on multiple projects is not necessarily what will be measured by the review committee. Communicating the degree of understanding of the CMAR and DB process and demonstrate how the candidate firm will be able to effectively work in this form of project delivery is what should be emphasized.
- 2 Architect of record would be considered "owner's representative."
3. By using a sub-consultant's qualifications as the source of the required experience, we would be looking for the sub-consultant to provide services directly related to the experience stated in the SOQ and that they play a major role in the project's team structure.

8. Will SMF award the work to a single firm, or is it possible the pedestrian bridge project might be assigned to a different architect from the concourse expansion project?

Answer: The RFQ/E is looking for an A/E Consultant to be the prime for all of the projects described. It would be at the discretion of the prime to bring any combination of sub-consultants (including those who are architects) onto the team.

9. Will you permit use of 11"x17" pages for the Org Chart and the Fee Schedule?

Answer: Yes, for the Contractor Team Organization Chart and the Fee Schedule, 11" x 17" paper is acceptable. All other pages shall be as specified. Having the 11" x 17" pages "Z" folded is preferred.

10. Per industry standards, insurance, and liability reasons Geotech is typically separate from an A/E team. Will the selected DOR be required to hold Geotech services under our contract (if selected) or is it possible to have SMF hold this contract directly? Would it be possible to have the CM or GC carry the scope as an alternative approach?

Answer: The proposer's team shall include the geotechnical consultant.

11. In the RFQ/E the General Liability and Professional Liability insurance requirements states \$20,000,000 as a minimum limit. Is this correct? We have not encountered a project with this high of a limit to date and would like to confirm these are the correct insurance requirements for DOR's proposing on the project.

Answer: Yes, the insurance requirements in Exhibit B are applicable for this agreement.

12. Is it possible to clarify the DBE requirements and goals for the project? It is noted in the RFQ/E that "Although this RFQ/E is not subject to DBE goal requirements and points will not be assigned to DBE goal requirements, the Department is committed to supporting small, disadvantaged, minority and women owned and locally-based* businesses to perform meaningful services in the design phases of the upcoming large capital program." However, the SMF website includes a public notice stating a DBE participation goal of 6.24% for all FAA-AIP funded projects.

Answer: This RFQ/E is not subject to DBE goal requirements.

13. Will the Attachment 1, page 2 Requirement for Affirmative Action goals for minority participation for trades of 16.1% and female participation of 6.9% apply to the DOR scope of work? This appears to be phrased for construction scopes under the FAA General Contract Provisions.

Answer: This RFQ/E is not subject to DBE goal requirements. The DOR reference in Attached 1, FAA Contract General Provisions for Solicitations, was mistakenly change from "CONTRACTOR" to DOR.

14. Will DWL be precluded from proposing on this RFQ/E?

Answer: No. DWL will not be precluded from participation in the RFQ/E process.

15. Will the feasibility study for the walkway be made available for review?

Answer: The final draft of the Pedestrian Walkway Concept Design is nearing completion and will be made available to the public.

16. Are prospective DOR's precluded from using images posted on the County, Department, or SMF websites in the submitted SOQ&E and/or interview materials?

Answer: No. The use of photographic images or renderings from the county's website may be utilized. Use of any of the County Logos within a proposer's document is discouraged, as this could imply the County's endorsement.

17. Will SMF or the Office of Arts and Culture staff collaborate with the DOR or should teams consider adding such a resource to their org chart?

Answer: The proposer should not include any County staff in the proposal.

18. Assuming both individuals have the training and design experience required for these projects, please confirm it is acceptable to have a DOR Project Manager who holds a professional engineering license in CA and a DOR Project Architect who holds an architecture license in CA.

Answer: This would be acceptable. Licensing applies to the Project Architect. The Project Manager would not necessarily need to hold a license.

19. FORMAT

Are 11x17 pages allowed in the printed proposals if z-folded?
Will an 11x17 be allowed for the team organization chart?
Is smaller than 11pt font allowed for graphics, tables, exhibits, and exhibit captions/titles?

Answer: Yes, for the Contractor Team Organization Chart and the Fee Schedule, 11" x 17" paper is acceptable. All other pages shall be as specified in the RFQ/E. Having the 11" x 17" pages "Z" folded is preferred. 11 point is the minimum font size for the entire SOQ.

20. PAGE COUNT

Will the table of contents be excused from the page limit count?
Will the proposed fee schedule be excluded from the page limit count?
Can it be included as an appendix?

Answer: The pages for the table of contents will be counted in the maximum page count. The Fee Schedule will not count towards the page limit. All relevant rates should be included. The Fee Schedule should include sub-consultants rates as well

21. Is there a possibility that this scope could be divided across several CMAR's and as a result DOR's, or will this be awarded as one project?

Answer: This is an RFQ/E for architectural and engineering design services and not a specific project proposal. There will be separate task orders on individual projects. Each project will have a DOR and a construction firm.

22. Has the Airport considered extending a deadline in light of Thanksgiving holiday?

Answer: No. Timing for the projects depends on a tight timeline. Adding more time to the process is not possible.

23. Section E asks the following: Describe at least three (3) agreements where the firm and Key staff have experience using CMAR (15 points). Is this

experience limited to the DOR, or can our engineering partner's experience be factored into this?

Answer: By using a sub-consultant's qualifications as the source of the required experience, we would be looking for the sub-consultant to provide services directly related to the experience stated in the SOQ and that they play a major role in the project's team structure.