



September 5, 2013

REQUEST FOR QUALIFICATIONS #1314-04

Material Testing and Special Inspection Consulting Services Addendum #1

The following changes, additions, deletions or corrections shall become part of the Request for Qualifications for the Material Testing and Special Inspection Consulting Services.

The following are responses to questions received from various firms.

1. Section 1, Scope of Services, Item 10: Schedule of Fees for Laboratory and Billing Rates were referred to Exhibit F and G. However, the actual exhibits are for Certification Form and Statement of Non-Conflict of Interest. It appears Exhibit I and J are for Schedules of Fee for Laboratory and Bill Rate Information.

Schedules of Fees for Laboratory and Billing Rates are Exhibits I and J respectively.

2. Section 5, Bill Rates, Item 1: It referred to Exhibit G. However, the actual Exhibit J was listed as attachment.

The correct Exhibit is J, “Billing Rates”.

3. Section 4. Qualifications Response Format – response is not to exceed 20 pages, excluding resumes, brochures, and related materials. Can we assume that fee schedules and other exhibits are all excluded from the 20 page limit? Will it be acceptable to attach the other exhibits as an Appendix to the proposal?

Attaching other exhibits is acceptable but must be organized, tabbed and noted in the Appendix.

4. In section 8.2 it is stated:...Please complete Exhibit G – Certification – Request for Qualifications and Exhibit H – Request for Proposals and Statement of Qualifications for Material Testing and Inspection Consulting Services. Again, there is a confusion on labeling. There is no Exhibit in the packet labeled as such. Exhibit G is “Statement of Non-Conflict of Interest,” and Exhibit H is “Statement of Intent to Meet DVBE Participation Goals”. Please clarify which Exhibits you would like us to submit.

Complete Exhibit F “Certification Form” and Exhibit G “Statement of Non-conflict of Interest”.

5. Section 4.3 and Section 4.8 are both asking for a schedule of all School District contracts held within the last five (5) years. Do you want this included in both sections? If so, does it count against our page count?

Both sections must be completed. Keep to as close to the maximum pages as possible.

6. Section 4.3 states an inspector must demonstrate a minimum of three (3) years of relevant experience and success. Would the Exhibit E-Resume Form required in Section 4.5 be a sufficient format/section?

Both sections must be completed.

7. Exhibit D-Firm Experience Form in Column 2 asks for Project Class (Class 1-4). What are the 1-4 categories?

The Project Class 1-4 indicates the four different classes of certification for a DSA Inspector.

8. Exhibit D-Firm Experience Form in Column 5 asks for Types of Project (see below). No information is provided below.

***M=Modernization, R=Renovation/Remodel, A=Addition/Expansion, N=New Construction, F=Repair, P=Planning, C=Access Compliance**

End of Addendum #1