



JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

- In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*

No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.
- Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*

Yes, firms can be both.
- Will the City allow the usage of the City's logo in the proposal materials?*

Yes, the City will allow the usage of the logo.
- Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*

You may reference the City of Gardena's job specifications as your minimum guideline: <https://www.governmentjobs.com/careers/cityofgardena/classspecs>. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*

Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*

The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*

The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01