MONTEREY COUNTY
RESOURCE MANAGEMENT AGENCY
Carl P. Holm, AICP, Director

Building Services / Environmental Services / Planning Services / Public Works & Facilities

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February 16, 2017

**REQUEST FOR QUALIFICATIONS (RFQ) # 1702
TO PROVIDE
REAL ESTATE APPRAISAL AND ACQUISITION SERVICES
ON AN ON-CALL BASIS**

The purpose of this Addendum is to provide answers to questions received regarding RFQ #1702. This acknowledgement signature page of Addendum No. 2 must be submitted with your proposal package.

If this acknowledgement signature page is not submitted with your proposal package, your entire proposal package may be considered non-responsive.

RECEIPT IS HEREBY ACKNOWLEDGED OF ADDENDUM NO.2 RFQ #1702

_____   _____

Authorized Company Signature   Printed Name

_____   _____

Company Name   Date

The questions received are the following along with their respective responses:

Question #1: Page 15 of the RFQ #1702, the indemnification clause 15.3 says the Contractor will be responsible claims arising out of the "Contractor's performance of **design** professional services (emphasis added)…..." As right of way services companies, we would not be responsible for design services, correct?

Answer #1: Yes, design services will not be procured through this RFQ. The Agreement for this work will use the standard agreement titled "County of Monterey Agreement over $100,000" and NOT the agreement "PSA for Architectural, Engineering, and Surveying Services/Design Professional Over $100,000". Electronic copies of the sample agreement are located at the website referenced on page on page 19 of the RFQ. (http//www.co.monterey.ca.us/cao/psa.htm)

The indemnification section of the standard agreement does not reference indemnification for design professional services.

Question #2: Section 7.5.6 states to "Specify all staff members, their job titles, area of specialty, including licenses and/or certifications they may hold". In reference to "all staff members", are you asking for this information on the proposed team for your projects, or "all staff" meaning entire firm?

Answer #2: Specify only staff members, including subconsultants, which will participate in this RFQ #1702.

Question #3: Section 7.8.1 asks for 3 projects relevant to Monterey County. Section 7.8.2 asks for 3 projects including references. Do these 2 sets of project references have to be 6 different projects, or may they overlap?

Answer #3: The three (3) projects listed as "references" may also be used to fulfill the "project experience" requirements, provided that three (3) different references are provided, i.e. different cities, counties, etc.

Question #4: There are several forms at the end of the RFQ, per Caltrans requirements. Please confirm that we don't need to include these at this time.

Answer #4: The Caltrans forms provide in Appendix II of the RFQ are forms required to be part of the final agreement between the COUNTY and the CONTRACTOR. The forms are provided as reference to the interested firms but do not have completed at this time for the proposal submittal.

Question #5: RFP requests that we complete Attachment J – Fee Schedule. Can you please tell us where to locate this form? In addition, it is referenced as both Fee Schedule Form I, and Attachment J. Please clarify.

Answer #5: The fee schedule is "ATTACHMENT I" of the submittal. There is no specific form for the fee schedule. However, the forms in Appendix II will have to be completed as part of the final agreement and the final negotiated fee schedule will have to conform to the format of the relevant sample provided in Appendix II. ATTACHMENT I shall be submitted in a separate sealed envelope along with the rest of the submittal.

Question #6: Our firm uses blue-ink digital signatures. Are these acceptable, or does the signature have to be wet-ink?

Answer #6:   The original copy shall have manual blue ink signatures, but the additional copies could have digital signatures.