



RFQ 2017-1: Engineering and Related Services, Sections I - V

RFQ 2017-2: Construction Services, Sections F-1, F-2, and F-3

December 22, 2017

Instructions for Pre-Qualified On-Call Sections I-V Firms

Please find SEMSWA's standard On-Call Services contract documents on our website, www.semswa.org, under the "Contracts, Bids and Proposals" tab. Please submit the following to the attention of **Nicole Torrez** or email signed documents to ntorrez@semswa.org by 1/19/18:

- a) Signed Agreement Regarding "On-Call" Consultant Services
- b) Schedule of Hourly Rates in your SOQ submission, labeled *Exhibit B – 2018 Schedule of Hourly Rates*
- c) Signed *Exhibit C, Special Conditions, Illegal Aliens*
- d) Certificate of insurance for general liability and workers compensation for professional liability (as applicable)

Please note that engineering and related services Tasks are evaluated on a case-by-case basis with budgeted funds. Selection onto SEMSWA's On-Call Services pre-qualified list does not guarantee Tasks.

Instructions for Pre-Qualified On-Call Sections F-1, F-2, and F-3 Firms

Please find SEMSWA's standard On-Call Services contract documents on our website, www.semswa.org, under the "Contracts, Bids and Proposals" tab. Please submit the following to the attention of **Nicole Torrez** or email signed documents to ntorrez@semswa.org by 1/19/18:

- a) Signed Agreement Regarding "On-Call" Contractor Services
- b) Completed Contractor Questionnaire in your SOQ submission, labeled as *Exhibit B – Contractor Questionnaire*
- c) Signed *Exhibit C, Special Conditions, Illegal Aliens*
- d) Certificate of insurance for general liability and workers compensation for professional liability (as applicable)

Please note that construction services Tasks are evaluated on a case-by-case basis with budgeted funds. Selection onto SEMSWA's On-Call Services list does not guarantee Tasks.