



REQUEST FOR QUALIFICATIONS CONSTRUCTION & FIELD RELATED SERVICES

Date: August 3, 2026

The Southeast Metro Stormwater Authority (SEMSWA) is seeking Statements of Qualifications (SOQ) from local, experienced Contractors to provide construction and other field-related services to SEMSWA. Through this Request for Qualifications (RFQ) process, SEMSWA will develop a Contractor Shortlist for several On-Call Service categories.

The On-Call Shortlist will provide SEMSWA staff with on-call Contractor services on an as-needed basis for construction and other field-related Tasks that are discrete, smaller-scaled, and use more of a 'remedial' approach with a short-term duration. A Task will have a total fee with a maximum not-to-exceed limit. A Contractor may be under contract for one or more unrelated Tasks within the Contract term, but each separate Task will remain within the total fee not-to-exceed limit.

Larger capital construction, including SEMSWA's CIP Best Value Procurement and contract maintenance projects, may also be negotiated with any Contractor on the *On-Call Shortlist*. These larger projects may or may not require a Request for Proposal (RFP) process finalized through the SEMSWA Board of Directors; they may be part of a strategic bundling of construction and other field-related service projects that have an annual budget authorization from SEMSWA's Board, with final approval of each project by the SEMSWA Executive Director after comprehensive scope negotiations with the pre-qualified Contractor. SEMSWA may also utilize Mile High Flood District's (MHFD) Pre-Qualified Contractors list for these larger Project proposal requests.

Although it is a rare occurrence, SEMSWA reserves the right to use other unsolicited SOQs in addition to the lists identified above for construction project proposal requests when specialized expertise, unique qualifications, emergency response requirements, funding partner requirements, schedule constraints, or other project-specific considerations make such use advantageous to SEMSWA.

The On-Call Contractor services that SEMSWA may need cover a wide variety of construction and other related field services sections listed below, which provide detailed descriptions of capabilities required under these Service categories. SEMSWA reserves the right to add specific provisions or activities within each Service Section as may be required to fulfill a Task.

Section F-1 Construction

Section F-2 Vegetation Management & Nuisance Wildlife Control

Section F-3 Environmental Cleanup

Section F-4 Storm Sewer Rehabilitation

NEW for On-Call Shortlist 2027-2030:

1. Firms are asked to submit a single SOQ which presents capabilities under any or all of the Service sections listed above. SEMSWA will evaluate submittals and may select firms for the On-Call Shortlist for multiple Service categories. Firms currently on the 2023 On-Call Shortlist will need to submit a long-format SOQ rather than the abbreviated option available in previous years. Please review the SOQ Procedures section for more details.
2. The type and number of Tasks that may be performed as on-call professional services are unspecified. SEMSWA reserves the right to award tasks to multiple pre-qualified firms on the SEMSWA *On-Call Shortlist* and to award multiple Tasks to each pre-qualified firm over the Contract term.
3. SEMSWA's Contract Regarding On-Call Contractor Services now includes requirements for Contractors to disclose the use of AI (Artificial Intelligence) for proposals and work deliverables.
4. SOQs must now also be ADA-compliant and adhere to WCAG 2.1 Level AA Guidelines.
5. A Contractor by submitting a SOQ agrees that SEMSWA's formation partners (Arapahoe County, City of Centennial, Arapahoe County Water and Wastewater Authority, East Cherry Creek Valley Water and Sanitation District, and Inverness Water and Sanitation District), at their discretion, may utilize SEMSWA's On-Call Shortlist in addition to their own lists. SEMSWA's partners will administer their own contract, issue their own orders, be invoiced directly, make their own payments, and issue their own exemption certificates as required. It is understood and agreed that SEMSWA is not a legally bound party to any contractual agreements made between SEMSWA's partners and Contractor. SEMSWA shall not be liable for any costs or damages incurred by Contractor and SEMSWA's partners.

I. QUALIFICATIONS AND DESCRIPTIONS OF SERVICES

SOQs will be considered only from Contractors who are well-established in the business, financially responsible, capable of obtaining the required insurance coverage, experienced in the Service categories for which they are proposing, and have the resources and ability to provide the services in a proficient and expedient manner. Failure to provide information that supports these requirements may result in the SOQ being considered incomplete. SEMSWA may request additional information as deemed necessary.

Any Contractor submitting an SOQ must have expertise and experience in the Service Section for which it submits. The overall objective of this RFQ process is to develop a list of pre-qualified Contractors who can respond in a short time frame and are capable of performing high-quality work for more complex tasks,

including Best Value Procurement projects and Contract Maintenance and other field-related Tasks with limited scopes and shorter time frames.

All Contractors seeking qualification under Service Categories F-1, F-2, F-3, or F-4 must demonstrate the following qualifications and capabilities, as applicable to the anticipated Task(s) in each Section:

1. Preparation, acquisition, and compliance with all required permits, as applicable, including the SEMSWA Floodplain Development Permit, SEMSWA GESC Permit, SEMSWA Stormwater Public Improvements Permit (SPIP), Colorado Department of Public Health and Environment (CDPHE) construction stormwater and dewatering permits, U.S. Army Corps of Engineers Section 404 permits, local right-of-way use permits, and other applicable local, state, and federal permits.
2. Possession and maintenance of all licenses, registrations, certifications, and bonding required by the jurisdiction in which the work is performed prior to commencing construction activities.
3. Experience performing work in waterways, drainageways, and other areas susceptible to frequent flows and flood conditions.
4. Maintenance of insurance coverage as required by this RFQ.
5. Familiarity with SEMSWA standard specifications and applicable local, state, and federal standards and specifications.
6. Capability to provide project management, written and verbal communications, schedules, construction progress reports, cost estimates, pay estimates, product and material submittals, and other documentation required to complete assigned Tasks.
7. Possession of, or access to, equipment necessary to perform assigned Tasks.
8. As applicable, certification as a Traffic Control Supervisor and implementation of traffic control operations, including lane closures, pedestrian detours, trail rerouting, and associated traffic control measures.

Section F-1 Construction

The work within this Section covers a range of activities, including pre-construction consultation, cost estimating, project management, and permitting; construction excavation; grading; flatwork; sinkhole repair; pipe installation, replacement, or repair; stormwater facility structure installation, replacement, or repair; and similar Task scopes, and may include all or parts of the activities listed below. Contractors interested in qualifying for this Section must demonstrate experience and expertise in most of the activities listed below:

Stormwater Infrastructure Construction Services

- a. Proficiency in the installation of Grading, Erosion, and Sediment Control (GESC) Control Measures (CMs), including implementation of water control and stream diversions, as necessary, using the SEMSWA and Arapahoe County GESC Manuals and MHFD criteria, and State Construction General Permit requirements and guidelines, as applicable.

- b. Experience working efficiently, safely, and appropriately in drainageways susceptible to frequent flows and flood conditions and may have a protected status and be impaired.
- c. Experience with the installation, replacement, rehabilitation, retrofit, or repair of stormwater infrastructure and appurtenances, including emergency repair, individual facility components, conveyance channels, pipes, and other infrastructure construction complying with SEMSWA and Arapahoe County Stormwater Management Manuals, CDOT M&S Standards, and MHFD criteria, as applicable.
- d. Experience with stormwater facility installation, replacement, rehabilitation, retrofit, repair or maintenance operations, including emergency repair, of permanent stormwater control measure (CM) facility components, including extended detention basins (EDB), sand filter basins (SF), bioretention or rain gardens (RG), grass swales (GS), and grass buffers (GB), outlet structures, forebays, trickle channels, rundowns, and other associated stormwater infrastructure and facility components complying with SEMSWA and Arapahoe County Stormwater Management Manuals, CDOT M&S Standards, and MHFD criteria, as applicable.
- e. Experience with concrete flatwork, such as inlet topping, trickle channel replacement, outlet structure repair, and similar task scopes.
- f. Experience with final site stabilization, including new installation, replacement, or repair of irrigation system(s).
- g. Experience implementing diverse landscaping installation plans and planting schemes and coordinating with Landscape Architects and Ecologists to implement the design intent.

Project Delivery, Compliance, and Documentation Services

- h. Experience working with SEMSWA staff, Project Stakeholders, and SEMSWA's designated Consultant to participate in a Best Value Procurement process for design, permitting, and pre-construction services.
- i. Coordination of As-built Record Drawings data collection with the Design Engineer and Surveyor, including construction plan redlines.
- j. Understanding of all construction specifications and requirements of project components under the MHFD Maintenance Eligibility Program (MEP) and experience coordinating geotechnical testing, surveying, and other associated field coordination.
- k. Compliance with applicable SEMSWA Stormwater Public Improvement Permit (SPIP) and Stormwater Management Manual criteria, including applicable MHFD and CDOT specifications.
- l. Understanding applicable state and federal permitting requirements, including the Colorado Construction General Permit (COR400000), Colorado Dewatering General Permits, CDPHE Regulation 87 Dredge and Fill permit and process, and USACE 404 permitting.
- m. Expertise with CDPHE's Stormwater Management Plan (SWMP) guidelines and certification and training that meet CDPHE's Qualified Stormwater Manager requirements, indicating knowledge of site construction control

measures. The Contractor must also be willing to complete any SEMSWA training (when made available).

- n. Preparation of written communications, including but not limited to water control plans, Stormwater Management Plans (SWMP) and applicable updates throughout construction, cost estimates, product and material submittals, progress reports, schedules, requests for information, pay estimates, inspections, test results, and any other communications as requested.

Section F-2 Vegetation Management and Nuisance Wildlife Control

The work may include all or parts of the activities listed below. Contractors interested in qualifying for this Section must demonstrate experience in activities relevant to their expertise from the list below.

- a. Experience working efficiently, safely, and appropriately in drainageways susceptible to frequent flows and flood conditions and may have a protected status and be impaired.
- b. Knowledge of and experience with irrigation systems, including installation, replacement, repair, maintenance, and coordination of As-Built Record Drawings information with the Design Engineer.
- c. Experience with soil testing/analysis and implementing recommended soil amendments.
- d. Preparation of written communications to document inspections, test results, and any other communications as requested.
- e. Proficiency in the installation of Grading, Erosion, and Sediment Control (GESC) Control Measures (CMs) using the SEMSWA and Arapahoe County GESC Manuals and MHFD criteria, and State Construction General Permit requirements and guidelines, as applicable.
- f. Knowledge of local, state, and federal, as applicable, chemical application requirements for weed control, including a working familiarity with the State of Colorado Noxious Weed regulatory framework.
- g. Experience with weed mitigation and control, including appropriate licensure, certification, and implementation of public notification strategies.
- h. Knowledge of local, state, and federal requirements for nuisance wildlife control, as applicable, and possession of appropriate permits or authorizations from the Colorado Parks and Wildlife.
- i. Experience utilizing nuisance wildlife controls in uplands and along protected or impaired drainageways.

Section F-3 Environmental Clean-Up

The type of work may include all or parts of the activities listed below. Contractors interested in qualifying for this Section must demonstrate experience in activities relevant to their expertise from the list below.

- a. Experience responding to hazardous spills, which could include sanitary waste, hydrocarbons, grease trap overflows, sediment, and other potentially unknown liquid and solid waste, promptly (typically a response within 2 hours or less).
- b. Experience responding to hazardous spill or cleanup assistance calls 24 hours a day.
- c. Experience responding promptly to dumping incidents or encampment sites (typically respond within 24 hours or less).
- d. Compliance with OSHA, CDPHE Environmental regulations, and other applicable safety standards.
- e. Knowledge of State and local health department regulations and procedures for handling environmental spills and hazards associated with dumping or encampment site cleanups.
- f. Knowledge of State and local health departments, police, fire, and other applicable first responders procedures for identifying, coordinating, and conducting dumping or encampment site cleanup.
- g. Experience performing work that may occur in drainageways susceptible to frequent flows and flood conditions and may have a protected status and are impaired.
- h. Experience removing and disposing of contaminants according to all applicable regulations.
- i. Preparation of cleanup report with sufficient details, including photo documentation, to facilitate close-out of Illicit Discharge Detection and Elimination investigation.
- j. Possession of equipment, or ability to obtain equipment, necessary to perform a Task.
- k. Preparation of written communications to document inspections, test results, and any other communications as requested.

Section F-4 Storm Sewer Rehabilitation

The type of work may include all or parts of the activities listed below. Contractors interested in qualifying for this Section must demonstrate experience in activities relevant to their expertise from the list below.

- a. Experience with rehabilitating storm sewers utilizing Cured in Place Pipe (CIPP) technologies, including (but not limited to) Textile CIPP, UV Cure CIPP, slip lining, and Geopolymer CIPP in accordance with the latest ASTM standards.
- b. New installation, replacement, rehabilitation, or repair, including emergency repair, of storm sewer pipes and facilities complying with SEMSWA and Arapahoe County Stormwater Management Manuals, CDOT M&S Standards, and MHFD criteria, as applicable.
- c. Experience performing point repairs on damaged storm sewers.
- d. Compliance with OSHA, CDPHE Environmental regulations, and other applicable safety standards.

- e. Experience performing work that may occur in drainageways susceptible to frequent flows and flood conditions and may have a protected status or are impaired.
- f. Experience cleaning, removing, and disposing of sediments and contaminants collected within a storm sewer, according to all applicable regulations.
- g. Possession of equipment, or ability to obtain equipment, necessary to perform a Task. Understanding local, state, and federal permitting requirements that may be required with new installation and construction disturbances and the ability to prepare and obtain all necessary permits at SEMSWA's request. May also require proficiency in the installation of Grading, Erosion, and Sediment Control (GESC) Control Measures (CMs), including implementation of water control and stream diversions, using the SEMSWA and Arapahoe County GESC Manuals and MHFD criteria, and State Construction General Permit requirements and guidelines, as applicable.

II. STATEMENT OF QUALIFICATIONS (SOQ) PROCEDURES

A. Schedule

Task	Deadline
Documents are available at SEMSWA.org	5:00 pm Monday, August 3, 2026
Contractor Written Questions Due	5:00 pm Monday, August 17, 2026
Final Response to Questions	5:00 pm Monday, August 31, 2026
SOQ Submittals due	5:00 pm Monday, September 14, 2026
On-call Shortlist posted on SEMSWA website	5:00 pm Monday, October 19, 2026
On-call Shortlist Contracts completed	5:00 pm Friday, December 18, 2026

B. Method of Submittal

The SEMSWA website has a dedicated page for the **2027-2030 RFQ** process, containing all the necessary documents, including an SOQ form and contract template, *Contract Regarding On-Call Contractor Services*.

A single SOQ will be accepted electronically through the SEMSWA website (Other delivery methods, such as hand-delivered or mailed DVDs, CDs, or USB Flash drives, will not be accepted).

Please submit a single SOQ document that is ADA-compliant (WCAG 2.1 Level AA) labeled as 'Firm name SOQ.pdf' (e.g., ACME Contracting SOQ.pdf). In addition, the firm must have a Fee & Rate Schedule saved as a separate .pdf file, saved as Firm name Fee Schedule.pdf (e.g., ACME Contracting Fee Schedule.pdf).

In addition, the Contractor must complete the *Contractor Questionnaire*, saved as a separate .pdf file and labeled as 'Contractor name Contractor Questionnaire.pdf' (e.g., ACME Contracting Contractor Questionnaire.pdf). The *Contractor Questionnaire* is available with all other documents on the SEMSWA website's RFQ page.

An authorized representative of the firm shall sign the SOQ submittal. Failure to submit the information requested will be reflected in the scoring and evaluation of the SOQ. SEMSWA may reject SOQs that are substantially incomplete or lack the required information.

C. Inquiries regarding RFQ Process

All questions about Contractor SOQ submittals or questions not addressed in the **FAQ** shall be submitted in writing and emailed to rfq@semswa.org with **RFQ 2027-2030 Contractor** in the email subject line. Contractor Written Questions are due by the scheduled deadline listed above. Please do not directly contact any other SEMSWA staff regarding this RFQ. Only questions that are received through the above email will be answered; otherwise, questions will not be addressed. SEMSWA's response to inquiries will be published on the SEMSWA website after the Final Response to Questions; see **Schedule**.

D. SOQ Response Requirements

By submitting an SOQ, the firm represents that it has thoroughly examined and is familiar with the requirements outlined in the RFQ and is capable of performing quality work to achieve SEMSWA's objectives. To be considered, all SOQs must be submitted in accordance with the following instructions.

The following information must accompany the SOQ submittal, saved as a .pdf file labeled with 'Firm name' (e.g., ACME Contracting), in the order listed:

- a. **Cover letter:** Please identify all Sections that are being considered, include a statement of interest, a brief description of your firm including location(s), years in business, business type (corporation, partnership, individual, other), staff size, crew organization, statement regarding acceptance of SEMSWA's standard Contract, and state any reservations, conditions, or constraints related to this SOQ. Please include your contact info, including your email and website. Maximum of 2 pages.
- b. **Key Personnel:** Identify key staff working on a typical SEMSWA Task, including sub-contractors. Describe support staff, field crew, and sub-contractor roles and include a brief resume with qualifications of the primary individuals who may provide services to SEMSWA. Maximum of 3 pages per Section; please do not exceed 12.
- c. **Project Understanding and Approach:** For each Section your firm proposes, provide a statement of understanding and general approach indicating expertise on the types of Tasks from the Description of Services. Maximum of 2 pages per Section.
- d. **Relevant Experience:** For each On-Call Service Section your firm proposes, describe similar tasks performed by your firm (before and after

photographs are encouraged). We want to hear about SEMSWA project experience but also want highlights of those projects outside the SEMSWA Service Area that may be unknown to the Evaluation Committee. Examples should include the project name, client name, and point of contact (including telephone number), rounded total billing for the project by your firm, identification of key staff involved and their project roles, and a brief, concise project description. Maximum of 4 pages per Section.

- e. The **Contractor Questionnaire**, found on the SEMSWA website's RFQ page, should be submitted separately.
- f. The **Fee/Rate schedule** submitted should be organized by labor category/rates with non-labor expenses listed at cost (no loading on non-labor) and will be submitted separately.
- g. **IRS Form W-9**

E. Conflict of Interest

Full disclosure of any and all actual or perceived conflicts of interest must be included with the SOQ submittal. Examples of such conflicts of interest include, but are not limited to, Contractor/SEMSWA employee relationships, Contractor/public official relationships, or Contractor's existing financial interest in a SEMSWA Project.

F. Addendum or Supplement to RFQ

All answers to submitted written questions and requests for clarification will be made available on the webpage **RFQ 2027-2030** on the date indicated in the **Schedule**.

G. Late SOQs

Late SOQ submittals will not be accepted. Firms must ensure that SOQ(s) are submitted electronically by or before the date/time specified in the RFQ.

H. Rejection of SOQs

SEMSWA reserves the right to reject any or all SOQs received, waive informalities and minor irregularities, and accept any portion of an SOQ deemed in our best interest.

I. Proprietary Information

Any restrictions on the use of data contained within an SOQ submittal must be clearly stated in the SOQ itself. Proprietary information submitted in response to this RFQ will be respected in accordance with applicable SEMSWA Policies.

J. Material Ownership

All SOQ materials will become the property of SEMSWA and will be open to public inspection. Any restrictions on the use of data contained within a submittal must be clearly stated in the submittal. Proprietary information submitted in response to this RFQ will be respected in accordance with

applicable SEMSWA policies. SEMSWA reserves the right to disqualify firms that do not meet the SOQ response requirements

K. Incurring Costs

SEMSWA is not liable for any cost incurred by a firm in developing an SOQ.

L. SOQ Submittal Date

All SOQ submittals must be received by the deadline indicated in the **Schedule**. In the event of an emergency causing SEMSWA to suspend business operations, SEMSWA has the authority to reschedule the RFQ closing date. Firms will be allowed to submit SOQ submittals before the new date and time specified.

M. Evaluation and Selection Process

An Evaluation Committee comprised of personnel from various SEMSWA Programs will evaluate all SOQ submittals for completeness and the firm's stated ability to meet all specifications outlined in the RFQ and applicable selection criteria. The names of the SEMSWA staff comprising the Evaluation Committee are unavailable to firms. Firms should not contact SEMSWA staff regarding this RFQ. Contacting individual SEMSWA staff may be considered a conflict of interest.

Responses to engineering and related Services categories will be evaluated as detailed below. Additional technical or cost information may be requested from any firm for clarification purposes.

Category	Selection Criteria	Points
Completeness	Response meets all requirements, including clarity, completeness, conciseness, and organization, and includes Contractor's Questionnaire	15
Firm Operations	Adequate operations staff, field crews, equipment, and suitable organizational structure to complete Tasks; years of experience; certification and qualifications of staff; and support capabilities	25
Company Experience	Applicability of expertise to SEMSWA Programs and goals; the ability of a firm to meet RFQ Service Section specifications, criteria, and regulation adherence, relationship and coordination with other agencies, compliance with regulations, including GESC program compliance history with SEMSWA and project awards and nominations	25
Potential to Exceed Expectations	Ability to go beyond the Service Section description capabilities, including specialized expertise, innovation, specialized equipment, advanced construction methods, or demonstrated ability to implement complex multi-objective projects; and state-of-the-practice regulatory source control installation practices	10

Past Performance	Project execution; references, including SEMSWA experience with the firm; timeliness of response for Task requests, compliance, and any potential conflicts of interest	25
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1. Disqualification

Failure by a firm to provide information missing from a submitted SOQ may result in the disqualification of the SOQ. The Evaluation Committee will shortlist the firms whose submittals are considered in the best interest of SEMSWA. The *On-Call Shortlist* will be published by the deadline indicated in the **Schedule**.

2. Recommendation

The objective of the Evaluation Committee will be to recommend the selection of firms to the Executive Director whose SOQ submittals are most responsive to SEMSWA's requirements and are the best qualified. The Executive Director shall make the final determination regarding selection for inclusion on the On-Call Shortlist after consideration of the Evaluation Committee's recommendations and the best interests of SEMSWA. The specifications within this RFQ represent the minimum performance necessary for responses by any interested firm.

3. Selection

Upon selection to the *On-Call Shortlist*, any final documentation necessary to complete the Contract requirements will be requested (e.g., Performance Bond, original Certificates of Insurance). The firm will be given a specific time frame following the selection notification to acknowledge receipt and comply with these requirements. Failure to comply may result in the termination of the Contract.

Firms not selected may request debriefing on the selection process; the debriefing shall not include a point-by-point comparison of the rejected firm's proposal with those of other firms. A debriefing may be scheduled by contacting the Evaluation Committee at rfg@semswa.org no later than ten (10) calendar days after posting of the On-Call Shortlist.

Commented [GU1]: Should we add, "The Executive Director shall make the final determination regarding selection to the On-Call Shortlist after consideration of the Evaluation Committee's recommendations and the best interests of SEMSWA." This allows for selection that is not purely based on a points system. If updated here, we would also need to update the consultant RFQ.

III. CONTRACTUAL PROCEDURES

A. Term of Contract

The On-Call Shortlist's maximum term length will be four years through **December 31, 2030**. Please note that an initial Contract will be executed for Calendar Year **2027**, and a Contract Amendment will be required for each subsequent service year, allowing the firm to attach any new Fee Rate Schedule, if applicable and agreed to by SEMSWA. After the first year, services may be renewed for one (1) additional calendar year at a time, up to a total of four years, at the discretion of SEMSWA, based on satisfactory performance by the firm, and upon approval and adoption of the Program budgets.

Issuance of this RFQ and receipt of SOQs do not commit SEMSWA to award a Contract. SEMSWA reserves the right to postpone the opening, accept or reject any SOQ submittals received in response to this RFQ, or cancel all or part of this RFQ.

B. Contract Agreement

All agreements between SEMSWA and the successful firm will consist of a **Contract: Contract Regarding On-Call Contractor Services** (an example copy of which is included on the RFQ page at the SEMSWA website), this RFQ, and any addenda, the firm's SOQ submittal, Contractor Questionnaire, the firm's original Certificate of Insurance, as applicable.

The contents of the SOQ submittal by the successful firms, their Fee Schedule, and W-9 will become a part of the **Contract** obligation.

All Contractual documentation will become public information, pursuant to 24-72-200.1 et seq., CRS, for public (open) records, upon the Executive Director's recommendation.

C. Contract Negotiations

SEMSWA no longer accepts modifications, deletions, or additions to its Contract Regarding On-Call Contractor Services. SEMSWA reserves the right to reject SOQs if the Contract terms and conditions are not accepted, and Firms will be notified of such rejection. SEMSWA anticipates execution of the Contract documents by the date indicated in the Schedule. If the Contractor cannot meet the Schedule, they must notify SEMSWA as early as possible to make arrangements; otherwise, the Firm may be removed from the SEMSWA On-Call list.

D. Insurance Requirements

If selected, the firm will be asked to submit copies of Certificates of Insurance for general liability, Workers' Compensation, and Professional Liability (if applicable). The firm must provide original certificates at its own expense before commencing services. The pre-qualified On-Call contractor firms will be required to provide the following insurance coverage at their own expense and maintain such coverage for the duration of the Contract:

Insurance	Minimum Limits
A. Commercial General Liability	\$1,000,000 each occurrence and in the aggregate in combined single limit coverage for bodily injury and Property damage (Services authorized hereunder equaling or exceeding \$100,000 shall require a minimum of \$2,000,000 insurance limit)
B. Builder's Risk Insurance	In the amount of the total cost for construction
C. Automobile Liability	\$1,000,000 each occurrence in combined single limit coverage for bodily injury and property damage

D. Workers' Compensation	
1. Workers' Compensation	statutory limits required by law
2. Employer's Liability	statutory limits required by law

Note: EXCEPT FOR PROFESSIONAL LIABILITY INSURANCE, SEMSWA SHALL BE NAMED AS ADDITIONAL OR CO-INSURED ON THE INSURANCE CERTIFICATE.

If Workers' Compensation Insurance is carried by the State Compensation Insurance Fund, evidence of such coverage shall be submitted on a certificate form, or if the insurance is by a private carrier, evidence shall be on the Certificate of Insurance. If selected, evidence of coverage shall be submitted to SEMSWA.

IV. FREQUENTLY ASKED QUESTIONS

- Can Contractors submit for more than one Service section?
Yes. Contractors may submit a single Statement of Qualifications (SOQ) demonstrating their qualifications and experience for one or more Service Sections.
- If a subcontractor is needed, can they be hired for a project under the On-call in lieu of being stated in the RFP?
Yes, if a subcontractor is needed for a Section Task, they can be hired at that time by the firm, but they will be identified and approved with each authorization. The purpose of stating that the subcontractors expected to be used by a firm within the SOQ is to provide the Evaluation Committee with a preview of the typical team(s) that a firm can put together to meet a Task scope in the Section category.
- Are cover pages and the table of contents excluded from the total page count?
Yes, a cover 'page' with your firm's name and logo, and a table of contents are excluded from the page count. However, the Cover Letter is required and limited to two pages and must provide the Evaluation Team with information including a brief description of your firm, including location(s), years in business, business type, staff size, a statement regarding acceptance of SEMSWA's standard Contract, and the signature of the contact at your firm for any On-Call Task Scope requests or inquiries. The SOQ may use the Cover Letter as the 'cover' of the SOQ with the Section categories included in the reference subject line.
- Are images and exhibits excluded from the proposal page limit?
Yes, however, please use discretion in providing only relevant information.

Any SOQ exhibits that provide examples of your firm's work which are similar to photos in that they are illustrative, are not meant to contain the specific information required by the RFQ and are not counted in the page limit. That said, SEMSWA requests that discretion be used to limit the amount of extra material provided to save your firm time preparing the SOQ and the SEMSWA Evaluation Committee time to review extra materials.

5. Some firms are on the existing 2023 On-Call Shortlist but have not been awarded a Task; what is the projection for Tasks with SEMSWA during this next contract time frame?

Tasks are not guaranteed for any firm on the On-Call Shortlist; Tasks and Projects are entirely dependent on Program budgets and needs.

6. How does SEMSWA's On-Call Shortlist relate to other jurisdictions, agencies, or MHFD's pre-qualified shortlists?

The firm does not need to be on SEMSWA's On-Call Shortlist to be selected by any other partner agency-led project. The On-Call Shortlist provides a group of pre-qualified firms to conduct discrete Tasks for SEMSWA.

7. Can a firm prequalified for one Contractor Service Section also be used for Tasks under another Service Section even if they have not been shortlisted for that Service Section?

An assignment for a specific Task will be first and foremost chosen from the pre-qualified contractors within that Contractor Services section. However, SEMSWA reserves the right to utilize pre-qualified firms for an on-call Task from any Contractor Services Section, as appropriate.

8. Can you tell us which construction and other field-related services Section has the most Tasks available?

No, the type and number of Tasks are currently unknown. Work Tasks under each services section depend on the available budget within each Program, and SEMSWA makes no guarantee about the number of Tasks.

9. What On-Call projects are anticipated?

The type and number of Tasks are currently unknown. Work Tasks under each services section depend on the available budget within each Program, and SEMSWA makes no guarantee about the number of Tasks.

10. Is there a cap on the number of Tasks a pre-qualified Contractor can perform?

No

11. Do you have to compete for Tasks if selected as an On-Call Shortlist for a section?

No. Contractors on the On-Call Shortlist will be selected based on expertise and experience on a Task-by-Task basis. SEMSWA Managers may discuss the scope of Tasks with multiple pre-qualified On-Call Contractors to determine the best fit and to satisfy funding partner requirements.

12. How should total billing be identified in the Relevant Experience section for projects that are not publicly funded, and the Contract may be confidential?

Confidential billings associated with projects highlighted in the Relevant Experience section can be noted as "private improvements with billing information unavailable due to confidentiality."

13. Are minor edits to the Contract Regarding On-Call Contractor Services allowed?

SEMSWA's Contract is standard, and acceptance of the Contract is mandatory.

14. If selected as a pre-qualified firm for a Service Section, will the Contract automatically be renewed after a year?

The On-Call Contract term for each selected Contractor is through December 31, for a one-year term. However, at the end of the first and subsequent years, Contractors will be asked to submit an updated Fee Rate Schedule and Certificates of Insurance and will receive a Contract Amendment for the following year(s) to include those updates.

15. What updates have been made to the Contract?

The changes include those noted in the NEW for On-Call Shortlist 2027-2030.