



Southeast Metro Stormwater Authority

Frequently Asked Questions (FAQ): RFQ No. 2023-2

Construction & Other Related Field Services

Date: **September 6, 2023**

1. Can Contractors submit for more than one Service section?

Yes, please individually submit each Statement of Qualifications (SOQ) as you have experience providing construction and other field related services and can perform high quality work.

2. 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, as Tasks and Projects are dependent on Program budgets.

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

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

4. Can a firm prequalified for one Contractor Service category also be used for Tasks under another Service category 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 prequalified consultants within that particular Contractor Services section. However, SEMSWA reserves the right to utilize suitable prequalified firms for an on-call Task from any Contractor Service category, as appropriate.

5. 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 unknown at this time. Work Tasks under each services section depend on the available budget within each Program, and SEMSWA makes no guarantee about the number of Tasks.

6. Is there a cap on the number of Tasks a prequalified Contractor can perform?

No

7. 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 Staff may discuss the scope of Tasks or request quotes from multiple prequalified On-Call Contractors to determine the best fit or satisfy a funding partner's legal requirements.

8. Can you explain more about the abbreviated SOQ process (5-page submittal)?

The abbreviated SOQ process is for those firms presently on SEMSWA's 2023 On-Call Shortlist. SEMSWA staff have previously evaluated the firm's capabilities, have likely worked with these firms, and are more familiar with their approach, organization, experience, and personnel, allowing a streamlined SOQ submittal to be used for that Service

category. The abbreviated SOQ process still contains sufficient SOQ information for the Evaluation Committee to assess their continuing capabilities for the 2023 RFQ process.

9. My SOQ exceeds the Five(5) page limit for the “relevant experience” section. I feel there is additional valuable information that I would like to add, can I submit more than Five(5) pages?

If you need to go over the page limit for a specific section, please make sure that the number of pages of the entire SOQ submitted does not exceed the 11 pages allowed.

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

The billings of projects highlighted in the Relevant Experience section can be noted as “private improvement; billing information unavailable due to confidentiality.”

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

SEMSWA’s contract is standard, and acceptance of the contract is mandatory.

12. If selected as a prequalified firm for a Service section, will the Contract automatically be renewed after a year?

The On-Call Shortlist Contract Agreement term for each selected Contractor is through December 31, for a two-year term. However, at the end of the first year, Contractors will be asked to submit updated unit cost schedules, as applicable, Certificates of Insurance, and Contractor Questionnaires and will receive a Contract Agreement Amendment for the following year. SEMSWA, at its discretion, may renew the Contract Agreement for an additional 3rd renewal year.

13. What updates have been made to the 2024 Contract?

*The changes for 2024 include updates to **Section 12. Insurance** for Commercial General Liability **\$1,000,000 each occurrence and in the aggregate in combined single limit coverage for Bodily injury and property damage (Construction services authorized hereunder equaling or exceeding \$100,000 shall require a minimum of \$2,000,000 insurance limit)**. A new requirement is to provide Builder’s Risk Insurance in the amount of the total cost for construction.*