

**Zone 7 Water Agency
REQUEST FOR QUALIFICATIONS
For
Engineering & Other Professional Services**

Questions Received and Zone 7 Responses:

Question 1: In regards to the \$300k contract limit in the RFQ, does that figure apply to the maximum value of any contract for project in the CIP that are under \$10MM of the CIP or a cap of all contracts for a given year per selected consultant?

Response 1: *For some services, Zone 7 sets up Annual On-Call professional services contracts without identifying any specific projects. The \$300,000 limit is the maximum value to one firm for an Annual On-Call services contract for a specific category. For specific projects with total project costs less than \$10,000,000; we plan to use the lists generated by this RFQ to negotiate and execute separate contracts as appropriate to perform the as needed services for each project. The \$300K limit does not apply to these project-specific contracts.*

Question 2: Is the 10-page limit inclusive of a cover letter, table of contents, tab dividers, and/or proposal cover?

Response 2: *The 10-page limit does not include a cover letter, a table of contents, tab dividers, proposal cover, or resumes. Page restrictions are as follows:*

Introduction: 1-2 pages

Qualifications & Experience: 3-4 pages

Approach to Work: 1-2 pages

Team References: 1 page

Agreement/Insurance Issues Statement: 1 page

Question 3: I want to confirm that a separate Statement of Qualifications is required for each service category for which we are submitting qualifications?

Response 3: *Yes, a separate SOQ is requested for each category on attachment A.*

Question 4: If awarded, which sample Agreement included in the RFQ will be used: the Short Form or Moderate Form?

Response 4: *Generally, the Short Form Contract will be used for contracts less than \$25,000 and the Moderate Form Contract will be used for contracts exceeding \$25,000.*