

Addendum I

January 30, 2025

RE: REQUEST FOR QUALIFICATIONS - PROFESSIONAL ENVIRONMENTAL SERVICES March 2025– March 2026

The following are the answers to the questions that were submitted for the above referenced Request For Qualifications (RFQ):

Question 1. The RFQ states that in addition to two hard copies an electronic submission is required. Does the CRA accept sharefile links for this portion of the submission?

Answer 1.

Yes, shared links and folders are acceptable, provided the CRA is able to access and open the links. All forms and documents included in the hard copy should be included in the shared linked files. Missing forms and documents will deem the proposal incomplete and be considered non-responsive.

Question 2. Under Section 6. Professional Licensure, are we required to submit licenses for potential subcontractors such as land surveyors, asbestos inspectors, laboratories, etc.?

Answer 2.

Respondents are required to submit licenses under this RFQ. Once the contractor pool is established, solicitations for project-specific scope of services will be released through the CRA via a Request for Pricing (RFP) process. Please note that Section 6. is part of GENERAL REQUIREMENTS. These requirements set forth an overview of the general terms and conditions of contracts awarded for project-specific work via the RFP process. Licenses for subcontractors may be required submittals as part of future Request for Pricing solicitations.

Question 3. Under Section 15. Equal Employment Opportunity Provisions, paragraph D, are we required to furnish a detailed statement relative to the Equal Employment Opportunity practices, and any appropriate statistical employment information, relative to the composition of its work force for potential subcontractors such as land surveyors, asbestos inspectors, laboratories, etc.?

Answer 3.

Once the contractor pool is established, solicitations for project-specific scope of services will be released through the CRA via a RFP process. Please note that Section 15. is part of GENERAL REQUIREMENTS. These requirements set forth an overview of the general terms and conditions of contracts awarded for project-specific work via the RFP process. Such Equal Opportunity information for subcontractors may be required submittals as part of future Request for Pricing solicitations. Respondents providing submittals in response to this RFQ should see page 8 of 17, item 5. C. for EEO related submittals.

Question 4. If an offer includes qualifications and client references from a teaming partner/prime subconsultant, will their qualifications and references carry the same weight as from the prime?

Answer 4.

Client qualifications and client references should be provided for the Respondent firm/Prime Consultant. Client references are not requested for subcontractors.

Question 5. Which client references will score most highly (municipal vs. commercial clients, in state vs. out of state location, etc.)?

Answer 5.

Refer to Section 3D. Respondents are required to provide three recent client references and their telephone numbers. In addition, Respondents are required to list any municipalities that the Respondent firm has worked for in the past four years.

Please note that this RFQ is specifically intended to establish a pool of qualified firms. Responses are not ranked as part of this RFQ process. All Respondents whose submissions are deemed responsive to this RFQ and demonstrate the qualifications requested are recommended to the CRA Board for inclusion in the CRA's pool of consultants.

Question 6. Are there caps on labor rates/expenses that the Consultants should be aware of due to various funding mechanisms?

Answer 6.

Pricing schedule information is to be provided as outlined on page 7 of 17, 4. Price Schedule.

Question 7. Will the selected Consultants be reimbursed for administrative time (procurement; billing; lab coordination), travel mileage, tolls, fuel, meals, and taxes associated with site specific projects awarded? And are any costs prohibited from being invoiced?

Answer 7.

Once the contractor pool is established, solicitations for project-specific scope of services will be released through the CRA via a RFP process. These RFPs will outline payment terms/pricing forms based on the project tasks. Responses to RFPs issued by CRA will be prepared by the Consultant at no charge to CRA.

Question 8. What are the payment terms (number of days) for invoices once submitted and approved?

Answer 8.

In general, the CRA does not provide a guaranteed number of days for payment.

It should be noted that the Contractor Pool to be established as a result of this solicitation will supplant the previously authorized 2024-2025 Contractor Pool. Any contractors approved for the 2024- 2025 Contractor Pool need to provide qualification submissions in response to this solicitation to be considered for inclusion in the new environmental contractor pool.

All other terms and conditions of the solicitation remain as is.

Issued by:
Olivette Simpson
January 30, 2025