

June 8, 2016

TO: ALL POTENTIAL PROPOSERS

RE: RFP NO. 2503-16-24
"Coastal Engineering Services for Coastal Protection and Restoration Authority
Projects"

QUESTIONS AND ANSWERS

1. **Q.** Are separate CPRA 24-102 forms needed for each subconsultant?
A. Yes
2. **Q.** Do all services list in the RFIQ need to be covered via teaming if prime firm cannot perform all services?
A. No
3. **Q.** Are geotechnical services being requested as well?
A. Proposers should review the scope of services attached to the RSIQ and make a determine of the needed disciplines required to perform the requested scope items
4. **Q.** Can a prime contractor submit a Statement of Interest and Qualifications for more than one RSIQ for engineering services for CPRA projects? Specifically, RSIQ No. 2503-16-24, 2503-16-25, and 2503-16-26.
A. Yes
5. **Q.** Is a firm able to submit as a prime for more than 1 contract?
A. Yes, a firm may submit as a prime on each individual RSIQ.
6. **Q.** Is a firm able to submit as a prime on 1 contract and as a sub on another contract?
A. Yes
7. **Q.** The last sentence in the third paragraph, "Please note, firms who are prime contractors on existing contracts with CPRA will be allowed to submit as subcontractors on this advertisement." Does a CONTRACT FOR PROFESSIONAL SERVICES – Engineering Services for Coastal Restoration Projects preclude us from submitting on RSIQ No 2503-16-28 "Surveying Services for Coastal Protection and Restoration Authority Projects"?
A. No, a firm is not precluded from submitting.

- Q.** Does this scenario preclude us from submitting on RSIQ No 2503-16-24 “Coastal Engineering Services for Coastal Protection and Restoration Authority Projects”?
- A. No, a firm is not precluded from submitting; however a firm may hold only one Professional Services contract with the agency for contracts with similar scope items. In this instance, the firm’s existing contract would be cancelled prior to issuing the new contract.**
8. **Q.** Does each subconsultant need to supply a completed 24-102 or does the prime submit a combined 24-102 for the team?
- A. Separate CPRA SF24-102 forms are required for the prime consultant and each subconsultant.**
9. **Q.** This question is in regards to RSIQ [2503-16-25](#). If we are currently under IDIQ contract #2503-15-11, does this preclude us from submitting as the prime consultant on solicitations 2503-16-25 (or 2503-16-24)?
- A. No, a firm is not precluded from submitting; however a firm may hold only one Professional Services contract with the agency for contracts with similar scope items. In this instance, the firm’s existing contract would be cancelled prior to issuing the new contract.**
10. **Q.** What is required from subcontractors for the submittal? Are they required to fill out a full/ signed CPRA 24-102 form, or do they just need to send resumes and projects that will be blended/ inserted into the Prime’s form?
- A. Separate CPRA SF24-102 forms are required for the prime consultant and each subconsultant.**
11. **Q.** Are sub consultants required to submit a completed 24-102 form along with the Prime consultant?
- A. Separate CPRA SF24-102 forms are required for the prime consultant and each subconsultant.**
12. **Q.** Should we include a form 24-102 for each sub-consultant in our submittal?
- A. Separate CPRA SF24-102 forms are required for the prime consultant and each subconsultant.**
13. **Q.** Would it be OK to include an additional section at the end of the submittal titled “Additional Information”?
- A. Section 11 of CPRA SF24-102 form allows for additional information.**
14. **Q.** If we currently have an IDIQ Engineering contract in hand – does that prevent us from pursuing, as a prime, any of the contracts that were just advertised? It would seem that since the scopes of services for current IDIQs differ from those outlined in the 2014 request we’d ok to pursue as a prime.
- A. A firm holding a current Professional Services contract with the agency may submit on any of the advertised RSIQ’s, however a firm may hold only one Professional Services contract with the agency for contracts with similar scope items. In this instance, the firm’s existing contract would be cancelled prior to issuing the new contract.**

15. **Q.** Is it allowable for a firm to prime a team for more than one of the RSIQs (for example: Coastal and General engineering).
A. Yes
16. **Q.** Is it allowable for a firm that primes one of the RSIQs to be a sub on a different RSIQ (for example: Coastal and General engineering).
A. Yes
17. **Q.** We have the following question(s) regarding the RSIQ's for Coastal (2503-16-24) and General Engineering Services CAT 1 (2503-16-25): Section 11 in the CPRA 24-102, do we have a page limit for this section for additional information?
A. No
18. **Q.** The IDIQ's states: "Program Management and Design for CDBG projects. Provide Program Management and Design Services for projects funded by the U.S. Department of Housing and Urban Development, Community Development Block Grant Program." Does this task consist of grants management type services as well or just program management and design services?
A. No, it does not include grants management services.
19. **Q.** Are firms submitting as a prime for one or more RSIQ's (i.e. CAT I Engineering Services or Coastal) able to submit as a sub on the remaining RSIQ (CAT II Engineering Services or Coastal)?
A. Yes
20. **Q.** Section 11 in the CPRA 24-102, do we have a page limit for this section for additional information?
A. No
21. **Q.** It states in both the Coastal and General Engineering RSIQ's that "*Resumes or any organizational chart included in the SF24-102 shall clearly state the location (city and state) of the office in which the staff member resides.*" Do we need to list the location on both the organizational chart or would stating it just on the resumes suffice?
A. Either location will be acceptable.
22. **Q.** Do we need to include all certifications for personnel listed (ie PE license) and the firm?
A. Only the specific requirements listed in the RSIQ are required.
23. **Q.** Do we have permission to use CPRA's logo on our submission?
A. Yes
24. **Q.** Are there instructions for completing Form CPRA 24-102? If so, where can we attain such instructions?
A. No, however the heading in each section of the CPRA SF24-102 describes what should be included.