



Q & A

Transportation Master Plan

PW21-0014

1. Original RFQ, page 2 states, “a one-page cover letter plus a maximum length of twelve pages to address the SOQ criteria (excluding resumes but including organizational chart).” Amendment #1 states, “Submittals are limited to 20 total pages.” Do the 20 total pages include the cover, cover letter, requested tabs, and resumes?
 - Answer – 20 total pages including cover, cover letter, tabs, and resumes.
2. Original RFQ, page 2 states in several places that the deadline for submittal of proposals is 4:00PM but there is also a phrase in the center of the page that states “Any proposal received after 12:00 P.M. on the above stated date will be returned unopened.” Can you clarify the submittal deadline time?
 - Answer – SOQ’s are due by 4:00PM on August 25, 2021. The reference to 12:00PM was an error.
3. Amendment #1, page 3, Section 4, paragraph 2 references “evaluation criteria listed in the Section 6.4, Selection Criteria.” There does not appear to be a Section 6.4. Was this reference intended to be Section 3 of Amendment #1?
 - Answer – Please delete the entire sentence.
4. Amendment #1, page 3, Experience of the Applicant on Similar Projects, bullet 2 (Role of the leading person) – Is the “leading person” referring to the role our proposed Project Manager served on the similar project?
 - Answer – YES
5. If the external covers of the SOQ, cover letter, and resumes count towards the page count then 20 pages is not much. The City has asked for resumes (max 2 pages each), but if we are listing 8 team members that would already be 16 of the 20 pages. No clarification was made if forms/addenda are also included in that page count. Can you please further clarify?
 - Answer – We are not looking for “pretty” or “quantity”. We want to know if you are qualified to develop a transportation master plan for a growing city. We would be interested in the top 1 Or 2 folks on the team. Spend your 20 pages telling us what you have done in the past and how you would approach helping Kingman understand where we are and where we need to be in the future.
6. In the Q & A there was mention of “requested tabs”. Is the City requesting tabs or dividers be added between sections?
 - Answer - NO

7 Does the City prefer the external covers are printed on regular weight paper and not cardstock for the hard copies per addenda #1?

- Answer – That is up to you.

8. Please clarify “stamped original”. Does this just mean that one must have ORIGINAL in type clearly visible on the external cover?

- Answer – YES

9. Under the "Experience of the Applicant on Similar Projects" section in the addenda you are asking for the "projects total value". Are you asking what our fees were for each project or for the construction value of each project?

- Answer – Revenue to your company.

10. Under the "Experience of the Applicant on Similar Projects" section in the addenda you are asking for the "construction schedule verses deadline". Please clarify.

- Answer – Did you schedule your work to be finished in January 2020 but you didn't finish until August of 2021 due to COVID OR You planned to finish in December 2020 and you actually turned in your final report in November.