

**ALAMEDA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT
ARCHITECTURAL & ENGINEERING PROFESSIONAL SERVICES
REQUEST FOR QUALIFICATIONS
SPECIFICATIONS, TERMS & CONDITIONS
For
BIOLOGICAL AND BROAD RANGE ENVIRONMENTAL SERVICES
NO. 2015EJY
Clarifications, Exceptions and Amendments [as of Tuesday July 28]**

ID	Reference to:			Description	Clarification/Response/Amendment
	Page No.	Section	Item No.		
1				Does the County want consultants to submit both Part I and Part II forms for the SF 330 requirement?	YES
2				How many references are needed for each key team member?	That is up to you firm.
3				Do subconsultants need to complete the exhibits? If yes, which exhibits are required for subconsultants?-	Yes. Only for Exhibit F
4				For the sample NEPA/CEQA documents, does the County want hard copies of the sample documents or can these be included in our SOQ PDF?	You have to provide both a hard copy (1 original and three copies) and one electronic copy on a CD or USB. I will clarify this at the mandatory meeting on July 28 to all, but “samples” meaning a list of NEPA and CEQA documents conducted by your firm and not the actual copies of the documents.

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5				LSA Associates would manage any CEQA/NEPA work out of our Berkeley office, any noise and air quality work out of our Fresno office, which is administratively part of the Berkeley Office, and any biological and agency permitting work out of our Richmond office. Since we have a Berkeley office, would we qualify for the 5 percent local preference?-	YES. If you submit the address of the office as being in Berkeley.

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6				Since we already have a local Alameda County presence in the City of Berkeley, would we be required to partner with a Small Local and Emerging Business for this contract as stated on page 3 under section C. Other District Requirements, second paragraph?-	YES. If you are not a SLEB then you must partner with a SLEB to fulfill the District and County Requirements. If you do not submit your proposal with a SLEB partner, then we will not even consider your proposal.
7				The RFQ states that the prime must be a local business in order to be awarded this contract.	If the lead firm is not a SLEB, the lead firm must partner with SLEBs"

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8				We recognize that the prime firm will need to partner with a certified Small and Local Emerging Business; however, does the prime firm have to be a certified local business or can they just be a local business?	That is up to your Firm. You must fill out EXHIBIT G. To get local preference and local points you must provide a copy of a business license issued by Alameda County or a City in Alameda County and proof of 6 months business residency as the name identifying the vendor and the local address.

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9				Section E of the RFQ states that an SF330 Form must be submitted; however, Section F does not list where the SF330 forms should be included in the proposal package. Can you please confirm that a SF330 Form is required and provide us with the appropriate form to complete? Can you also let us know where these forms should be located in the proposal package?	We will email you a copy and also post one on our website.

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10				RFQ does not include instructions on where these forms should be included in the proposal package; therefore, can you please explain where in the proposal package to include the SF330 Forms or should we include them at the end of Section F?	Anywhere in your package submittal will be fine.
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