

**ARIZONA ROUTE 66 COALITION
BROWNFIELDS ENVIRONMENTAL ENGINEERING SERVICES RFQ**

ADDENDUM NO. 2

The following information is provided to supplement NACOG's Request for Qualifications for Brownfields environmental engineering services. It is being posted on the NACOG website for all prospective proposers. This Addendum No. 2 modifies the RFQ packet as follows:

1. Questions from prospective proposers regarding Section IV.F. Instructions (Statement Content and Format):

Does the sample ESA Report count towards page limit?

Is a table of contents excluded from the page limit?

Response:

Clarification to RFQ Section IV.F. Instructions, p. 7, and to Addendum No. 1. Response No. 9:

*To allow for a standard basis of evaluation, all Proposers are requested to follow a standard Statement format. **The response to Appendix B, 5. Environmental Professional Overview and Qualifications, Sections A-D, shall not exceed 20 (10 double-sided) pages. This page count does not include a table of contents, the title page (as required in the Cover Sheet), Cover Sheet (RFQ p. 73), Additions, Deletions, and/or Exceptions Form (RFQ p. 74), Addendum Acknowledgement Form (RFQ p. 75), front and back covers, and addenda (consisting of an organizational chart, degrees, licenses, certificates, and sample ESA report).** Total allowable pages shall be double-sided 8 ½" x 11" with the exception of one 11" x 17" foldout. Statement sections should be tabbed as the Proposer deems appropriate (excluded from page count).*

2. Question from prospective proposer:

Regarding RFQ Appendix A, EPA Grant Application and Award, Task 2 - Community Involvement (RFQ p. 22), please confirm that this task involves preparing website content only and not website development.

Response:

NACOG's EPA Grant Application and Award, attached as Appendix A to the RFQ, are provided for informational purposes only. The scope of services for

this environmental engineering services RFQ is limited to those services, deliverables, and experience outlined in RFQ Section III. Scope of Services / Requirements, paragraphs A-C (RFQ pp. 5-6) and do not include Community Involvement activities.

The Coalition has contracted with Stantec Consulting Services, Inc., to provide program administration services for conducting administrative grant activities throughout the entire term of the grant. The role of the Program Administrator is to provide project administration, program coordination, and community outreach; develop and document the site selection process; conduct project specific technical and procedural activities; facilitate the functionality of the Coalition; and assure grant compliance by all parties. (See RFQ Scope of Services, p. 5.)

3. Question from prospective proposer:

Is electronic signature acceptable?

Response:

Yes, electronic signatures on Proposals submitted in response to this RFQ will be accepted.

4. Question from prospective proposer:

Can you clarify whether Item #8 on page 77 of RFP is requesting our program management approach or project examples of our program management approach experience? Items a-d listed make it appear that you are interested in project examples of this type of experience. Can you confirm?

Response:

The purpose of question nos. 8a-d, Appendix B, 5. Environmental Professional Overview and Qualifications (RFQ p. 77) is twofold: 1) to describe the Proposer's program management approach and organization; and 2) to demonstrate how this program management approach has been applied to services previously provided by the Proposer.

5. Question from prospective proposer:

Are there specific requirements for the "key personnel" referenced in Appendix B of the RFP? For example – specific roles, number of personnel, experience and criteria for the roles?

Response:

There are no specific requirements for key personnel. The purpose of this question is for the Proposer to demonstrate its organizational capacity to perform the required environmental engineering services as set forth in the RFQ Scope of Services.

6. Question from prospective proposer:

In Appendix B, Section C.8., the program management approach includes a list of details that the section should include. Could you clarify what these sections have to do with program management and how it is different than section B.1.?

Response:

Question nos. 8a-d, Appendix B, 5. Environmental Professional Overview and Qualifications, Section C. Capacity (RFQ p. 77), relate to the Proposer's program management approach and organization and how this program management approach has been applied to environmental engineering services previously provided by the Proposer.

Question nos. 1a-d, Appendix B, 5. Environmental Professional Overview and Qualifications, Section B. Recent Experience and Performance in Environmental Site Assessment Projects (RFQ p. 76) relate to the depth of the Proposer's recent experience in providing environmental assessment services.

END OF ADDENDUM NO. 2
(TOTAL OF 3 pages)

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