

May 25, 2021

SOLICITATION ADDENDUM NO. 1
RFP 20-0042
Water Quality Facility Maintenance and Repair Services

THE FOLLOWING CHANGES/ADDITIONS TO THE ABOVE CITED SOLICITATION ARE ANNOUNCED:

This Addendum modifies the Request for Proposal (RFP) document(s) only to the extent indicated herein. All other areas not changed or otherwise modified by this Addendum shall remain in full force and effect. This Addendum is hereby made an integral part of the RFP document. Proposers must be responsive to any requirements of this Addendum as if the requirements were set forth in the RFP. Failure to do so may result in Proposal rejection. See the RFP regarding requests for clarification or change and protests of this Addendum, and the deadlines for the foregoing.

This addendum is to be acknowledged in the space provided on the Proposer Certification Form supplied in the solicitation document. Failure to acknowledge receipt of this addendum may be cause to reject your Proposal.

The closing date **IS HEREBY CHANGED: June 1, 2021 at 2:00 PM Pacific Time**

CHANGES:

1) The language under d. PROPOSAL EVALUATION CRITERIA:, G. REFERENCES. Is hereby removed and replaced with the following:

G. REFERENCES. (10 Points Possible)

(i) Fully complete the Reference Forms included in Attachment D to provide five (5) or more professional references, which together, indicate your firm's capability to successfully complete work of similar type, size, and scope to the work included under this solicitation.

(1) Provide each client's name, telephone number and email address for each of these five (5) projects.

(a) Two of the references may be the same as provided in Experience and Qualifications (item B, (i), (1) above).

(2) Beaverton School District may be included as one of these five (5) required references.

(ii) The District reserves the right to eliminate from contract award consideration of any Proposer who receives an unfavorable report from a proposer-identified customer reference.

(iii) The District reserves the right to investigate and consider references submitted by the Proposer, including customers other than those listed in the Proposer's submission, and Beaverton School District experience.

(iv) The references provided will be contacted to gather information related to the level of Proposer's customer service, and the Proposer's demonstrated ability to respond to the needs of its clients in a timely manner, as well as any other information the District deems relevant to evaluating Proposals.

2) The Evaluation Criteria Matrix table found under 4. EVALUATION CRITERIA: is hereby removed and replaced with the following:

EVALUATION CRITERIA MATRIX		Maximum Points Possible
A	Experience and Qualifications	20
B	Staffing and Key Personnel	10
C	Approach and Operations	30
D	Emergency Response	10
E	Price Schedule	25
F	Quality of Proposal	5
G	References	10
PROPOSAL CONTENT SUB-TOTAL		110

3) The heading on the seventh page of the RFP document is hereby changed to the following:

SECTION II– STATEMENT OF WORK

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4) The headings on the seventeenth through the twenty-first pages of the RFP document are hereby changed to the following:

SECTION IV– RESPONSE AND EVALUATION

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QUESTIONS AND ANSWERS:

Question: The RFP says "The Contractor shall employ only persons duly licensed by the State of Oregon to perform the Work required under this Contract for which applicable Oregon Law requires a license, including Pesticide Applicators license for pesticide applications. Advanced notification of spraying is required per Oregon’s Integrated Pest Management (IPM) rules."

However, the actual description of services does not say anything about pesticide application. We are totally capable of doing this work, but as a part of our sustainable mission, we do not use conventional pesticides. So I'm trying to understand if the Pesticide Applicators license is actually needed here.

Answer: The RFP does not require use of pesticides. If your firm’s proposed services does not include the use pesticides to perform the scope of work, then the license is not required. If your firms’ proposed services do include the use of pesticides to complete the scope of work, the license will be required.

Question: In the RFP, Evaluation Criteria, Page 19, it says we need to provide 5 references from projects of similar size. We have only maintained one water facility of similar size. Would this result in an automatic FAIL for references?

Answer: No, please see CHANGES 1) above. The criteria has been changed to allow the provision of references indicating your firm's capacity to complete the scope and scale of the work included in this RFP.

Question: Why can't Beaverton School District be included as a reference?

Answer: See Changes 1), which includes changes to the RFP that allow for Beaverton School District to be used as a reference.

Question: Please clarify the following about how to complete Attachment G:

Question: For the first row, Removal of Invasive Species, with estimated quantities at 2000. am I correct to assume, the RFP is asking what our rate is for removing 2000 invasive plants in one hour?

Answer: The First Row, Removal of Invasive Species is asking for an Hourly rate. How many hours would you quote for 2000 invasive plants.

Question: For Trimming of plants/trees, is this for low-height small branch trimming? I ask this because large branch pruning for really tall trees will require a very different set of tools, skills, license, insurance, etc.

Answer: It is for low-height, small trees and bushes.

Question: For Emergency Services Fee, the estimated quantity is 100, what is that 100 of? Hours?

Answer: 100 hours.

Question: For Percentage Materials Mark-Up, because the estimated quantities is \$30,000, if for that amount we charge \$33,000, I will be entering 10% in the far right column?

Answer: Correct, If you were to buy material for a job what % mark- up would you charge.

Question: The RFP says emergency response needs to happen within 5 days of the notification. Can we get an idea of the scope of such emergencies?

Answer: A scope of the work would be provided by the District. The RFP is asking if your firm would be able to mobilize staff to address an emergency situation.