



**Request for Statement of Qualifications  
General Engineering and Field Services Addendum No. 1 to  
RFSOQ No. 195803.78.0112  
January 26, 2021**



The following information encompasses Addendum No. 1 for the above referenced RFSOQ. Bidders shall fully consider and acknowledge this Addendum in the preparation and submittal of its formal Qualifications. Failure to do so may result in the rejection of the SOQ.

Section 1 – Questions to Date and Informational Meeting Sign-In Sheet

Section 2 – Updated RFSOQ Pages 8 and 9

All other conditions and requirements remain unchanged.

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**Section 1  
Questions to Date and Informational Meeting Sign-In Sheet**

**Q1:** Tasks for bank stabilization and environmental/permitting were added to the scope but they are not listed as tabs requiring relevant experience and proposed staffing on page 11 of the RFP. Should they be added as tabs 10 and 11, with resumes changing to tab 11?

**SARP10:** A Tab for Bank Stabilization and a Tab for Environmental/Permitting will be added in this Addendum.

**Q2:** Where are Tab 10 resumes counted as part of the scoring breakdown?

**SARP10:** Tab 10 Resumes are not a part of the scoring breakdown.

**Q3:** Can the 30-page limit be revised to account for the difference in submittals between firms who only respond to one task versus firms who respond to most or all tasks? Rather than an overall limit, would you consider a page limit per tab instead?

**SARP10:** Due to the inclusion of additional Tasks, the page limit will be revised with this Addendum.

**Q4:** For the SARP10 submittal, does the company submitting need to be able to complete all Task items listed (either solely or as a team) or is it ok for a company to submit a partial package? If it is ok to submit a partial package, how are the sections are supposed to be submitted?

**SARP10:** A company submits only for the Task(s) which they want to work. Example, if John Doe & Associates wants to only perform work on Tab 4 - "Pipeline Planning & Design Services" then John Doe & Associates only submits their relevant experience for Tab 4 - "Pipeline Planning & Design Services". There is no minimum or maximum number of tasks, for which a firm / team may submit. If you are not submitting qualifications on a task, include the tab in your proposal with a sheet that notes "not proposing on this task".



## Informational Meeting Attendee List



<b>Program: SARP10</b>	<b>Meeting Date: January 14, 2021</b>
<b>Project: General Engineering and Field Services RFSOQ</b>	<b>Time: 1:30 PM</b>
<b>Facilitator: Jerry Caldwell</b>	<b>Place/Room: Online via Microsoft Teams</b>

Name	Company	Phone	E-Mail
Jerry Caldwell	Black & Veatch	636-536-5832	caldwellj@bv.com
Alyssa Wilson	Barge Design Group	865-934-4110	Alyssa.wilson@bargedesign.com
Donna Roberts	Q Solutions Inc	404-579-5779	dm.roberts@qsiworld.com
Brad Heilwagen	Wood.	615-268-1554	brad.heilwagen@woodplc.com
Caleb Sanders	Hazen & Sawyer	615-783-1515	csanders@hazensawyer.com
Willie O'Neal	SOL Engineering Services	601-961-1415	wonealjr@solengrs.com
Doug Dietz	Ensafe	901-372-7962	ddietz@ensafe.com
Wain Gaskins	Cannon & Cannon	901-820-0020	wgaskins@cannon-cannon.com
Joshua Balentine	Brown & Caldwell	901-708-4333	jbalentine@brwncald.com
Steve Hill	Powers Hill Design	901-543-8000	shill@phdmemphis.com
Jeff Old	Fisher Arnold	901-748-1811	jold@fisherarnold.com
Craig Ferguson	Brown & Caldwell		
Zach Daniel			
Nisha Powers	Powers Hill Design	901-543-8000	npowers@phdmemphis.com
Tim Tucker	Cannon & Cannon	865-770-4038	tucker@cannon-cannon.com
Lauran Canacaris	LDA Engineering	865-573-7672	lcanacaris@ldaengineering.com
Laurie Ryskamp	Cannon & Cannon	865-670-8555	lryskamp@cannon-cannon.com
James Simpson			
Ethan Skaggs	LDA Engineering		eskaggs@ldaengineering.com



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**Section 2  
Updated RFSOQ Pages 8 and 9**

**DO NOT** submit these items with your SOQ, unless explicitly requested under “Qualifications Criteria”:

The following minimum insurance amounts are provided as examples of required limits. Actual required limits may vary and will be indicated in any subsequent contract award documents (this information is being provided for informational purposes only and submittal of insurance certificates is not required):

**Commercial General Liability:** \$1,000,000 in the aggregate and \$1,000,000 for each occurrence  
Endorsements: Indemnified Parties as additional insured, waiver of subrogation to Indemnified Parties, cross-liability or severability of interest clause, a per project aggregate endorsement, and coverage for personal injury liability, contractual liability, products and completed operations (covering lawsuits brought in the USA and the country of the Jobsite), explosion, building collapse, and damage to underground property.

**Umbrella Insurance:** \$4,000,000 for each occurrence and in the aggregate.  
Endorsements: Indemnified Parties as additional insured, waiver of subrogation to Indemnified Parties, cross-liability or severability of interest clause, a per project aggregate endorsement, and coverage for personal injury liability, contractual liability, products and completed operations (covering lawsuits brought in the USA and the country of the Jobsite), explosion, building collapse, and damage to underground property.

**Workers Compensation:** \$1,000,000 for each occurrence and in the aggregate.  
Endorsements: waiver of subrogation to Indemnified Parties, for US work "all states" or "other states" endorsement and employer's liability insurance protecting Subcontractor against claims for injury, disease or death of employees which are not covered by the worker's compensation insurance.

**Employers Liability:** \$1,000,000 for each occurrence and in the aggregate.  
Endorsements: waiver of subrogation to Indemnified Parties, for US work "all states" or "other states" endorsement and employer's liability insurance protecting Subcontractor against claims for injury, disease or death of employees which are not covered by the worker's compensation insurance.

**Automobile:** \$1,000,000 for each occurrence and in the aggregate, covering owned, non-owned and hired vehicles. Endorsements: waiver of subrogation to Indemnified Parties

**Professional Liability (if applicable):** \$1,000,000 for each occurrence and in the aggregate.

## QUALIFICATIONS CRITERIA

SOQs should be concise. Excessive language or unclear SOQ responses may jeopardize your Firm's chances of being approved for the project. The SOQ must comply with the format and content described in the following Tabs. Dividers with tabs should separate each section of the SOQ, and the tabs should be labeled with the Tab numbers listed below. The SOQ is to be limited to a maximum of ~~30~~ **40** pages not including the front and back covers and the dividers. Do not include any information in the SOQ that is not specifically requested. A set scoring system has not been established as the nature of each Task Order that will be issued is not currently known.

B&V/OCI will contract directly with each prime firm performing the work under each task. Once a Scope of Work is defined for a specific task, the prime consultant can then assemble a team of sub-consultants if needed.

Each task is a separate entity and will be evaluated separately. For example, if you are submitting on Pipeline Planning & Design Services only, then you should include your information and experience under “Tab 4: Pipeline Planning & Design Services” and all other tabs should be labeled “no information provided”.

### ***Tab 1: Cover Letter***

- The one-page cover letter should briefly introduce the firm. It should include a concise description of the firm's ability to perform the task(s) outlined in this RFSOQ, should also state that no conflicts of interest exist for the work to be performed, and the firm is committed to adopting a goal of 30% M/WBE participation.

**Tab 2: Profile & Background (10 points)**

- number of years in business
- corporate headquarters address
- general background of firm's resources and capabilities
- address of the local office where work on this project will be performed
- total number of employees overall and in the local office

**Tab 3: Project Team Staffing (40 points)**

- List the Primary Contact that the firm commits to SARP10. Clearly, the staff working on the project will vary with the exact scope, but it is important that SARP10 have a distinct point of contact that has a strong wastewater background as well as project management experience.
- List staff that will work on the various tasks and any resources and capabilities (if applicable) that may be utilized on this project.
- Key sub-consultants and/or partner firms are being requested to be identified for the different Task within this RFSOQ. After contract selection, the prime consultant will assemble a team, including the key sub-consultants and other sub-consultants, based on the needs of that specific Task Order Scope of Services. SARP10 will review all sub-consultants and/or partner firms during the Task Order negotiation process.

**Tabs 4 through 9 should contain the relevant experience and proposed staffing for each of the Tasks described above. (50 points)**

In general, firms should list similar recent projects or experience, list staff that worked on these projects and provide information that shows how their particular services stand out as adding special value to the SARP10 Program. You can show prior teaming partners on specific projects if applicable. If a firm is not interested in performing work under a certain task, indicate so by placing "no information provided" on the Tab for that section.

**Tab 4: Pipeline Planning & Design Services**

**Tab 5: Lift Station Planning & Design Services**

**Tab 6: Surveying & Easement Services**

**Tab 7: Geotechnical Engineering & Services**

**Tab 8: Materials Testing**

**Tab 9: Erosion Prevention & Sediment Control Inspections**

**Tab 10: Resumes Bank Stabilization**

**Tab 11: Environmental / Permitting**

**Tab 12: Resumes**

- Provide ONE PAGE resumes for key project team members proposed for the work. Note that resumes do not count against the overall page limitation.

**Maximum allowable score: 100 points**

Cover Letter – No points

Profile & Background – 10 points

Project Team Staffing – 40 points

Tabs 4 through 9 (combined) – 50 points