

ADDENDUM #1

1. **FORM EDITING:** The blocks appear gray when the file is open? Should I type in the colored blocks? Can we get a word document?

ANSWER: Yes type in the gray fields. These are simply highlighting the fields that should be filled in by the user. As you can see below, once this is filled in the field will be white (and once printed it will appear white.)

ENGINEERING QUALIFICATION

Preliminary	
Firm	YES TYPE
Address	

Please complete the form as a PDF. We created it as a form and extended editing to Readers-- this means that as long as you have a PDF reader (ie you can view pdfs) you should be able to write on and save the form.

2. **FORM REVISIONS NEEDED:** Section 2 | Waste Water & Section 2 | Potable Water
The following pages amend the form to correct errors. Please replace the forms appropriately. We will be checking the footer to ensure that the addenda pages appear in your final submission. IF YOU ARE NOT SUBMITTING QUALIFICATIONS FOR CONSIDERATIONS ON POTABLE WATER OR WASTEWATER PROJECTS, YOU DO NOT NEED TO PUT IN THE ADDENDA PAGES AS NONE WILL APPEAR IN YOUR FINAL SUBMISSION. SEE #6 below for further details.

Waste Water Section 2 The question should read as follows:

WASTEWATER COLLECTION GRAVITY & FORCEMAIN
How many WASTEWATER projects has your firm served as the principal engineer that involved the installation, replacement, or rehabilitation of WASTEWATER COLLECTION SYSTEMS, gravity or force main?

Potable Water Section 2 | Titles were repeating- When the user typed their employee's title the words were carrying down through the document. This has been corrected.

POTABLE WATER

POTABLE WATER Project Information				
Have you worked for St. Charles Parish on a POTABLE WATER Project before?			Y	<input type="radio"/>
			N	<input type="radio"/>
If yes, on how many projects?				
Total number of completed projects in which your firm served as Principal Engineer				
How many current/on going public POTABLE WATER projects does your firm have?				
Percentage of POTABLE WATER Projects with Construction Estimates:				
<\$500K	\$500K-\$1M	\$1M-\$3M	\$3M-\$5M	\$5M+

St. Charles Parish POTABLE WATER Team					
Resumes may be added to section 3					
Name	Title	# Years Experience	Professional Designations	# of projects completed	# of St. Charles Parish Projects Completed
	problem				
	problem				
	problem				

when user typed in employee's title it carried the title down--this is corrected below.

2016 St. Charles Parish RFQ Engineering Services | POTABLE WATER

3. What is meant by 10 year Louisiana Government History? PARISH? STATE? FEDERAL?

We are looking for any projects (on which your firm served as the principal Engineer) that were completed for other government agencies within the state of Louisiana.

Example of a project that would count: A pump station where Jefferson Parish was the owner.

Example 2: LA DOTD State HWY Redone

4. Not enough room for project information in Section 2.

Section 2 offers limited space on purpose. This is meant to be a BROAD summary. If the firm would like to present more information on a project, we ask that they do so in section 4.

5. What is meant by "Project Length" in SECTION 2?

PLEASE SEE BELOW. WE'VE CLARIFIED OUR EXPECTATIONS BELOW:

**2016 St. Charles Parish Engineering RFQ
Addendum #1**

Please refer here to include additional attachments where adequate space is not provided.

Project Name & Description	Outside funding?	Was there grant funding or loan funding?
Ex: Cousins Pumping Station Discharge Pipe Repair-Repaired the discharge pipe at the Cousins Pumping Station. (ADDITIONAL INFO S/b included in section 4)	Owner	Government Entity for which work was completed
	Engineer's Final Est.	Final Construction Cost Estimate Prior to bidding
	Original Contract Price	Bid price
	Final Contract Price	Final Contract Price inclusive of change orders
	Original Project Length	Estimated # days to complete construction
	Final Project Length	Actual # of days needed to complete construction

By original project length we mean, the estimated number of days to complete the project as identified on the Notice to Proceed issued to the Contractor.

By final project length we mean, the actual number of days needed to complete construction.

Project length indicates number of days.

6. Submittal EXPECTATIONS:

We are **REQUIRING** a digital copy of your submission. Please scan everything into one pdf and submit with your hard copy.

Submissions should be divided into sections:

- a. **Section 1:** General Firm Qualifications (3 pages— Coversheet & SCP 2016 Engineering RFQ* see footer of form provided pages 1 & 2)
- b. **Section 2:** Qualifications by Discipline (Between 4-15 pages—coversheet & 3-4 pages from each discipline/category for which you are submitting qualifications as identified in section 1)

FIRMS SHOULD TRY TO DEMONSTRATE A WIDE ARRAY OF SCOPE & SIZE-*ie give examples of different kinds of jobs that had different Cost Estimates*

Pages Per Category/Discipline:

- i. DRAINAGE CONVEYANCE (3 PAGES)
- ii. DRAINAGE PUMP STATIONS & STRUCTURES (3 PAGES)
- iii. WASTEWATER (4 PAGES)
 - 1. PAGE 2 OF 4 WAS REPLACED IN ADDENDA DUE TO ERRORS
 - 2. PLEASE REPLACE THIS PAGE WITH THE ONE THAT HAS ADDENDA IN THE FOOTER
- iv. POTABLE WATER (4 PAGES)
 - 1. PAGE 1 OF 4 WAS REPLACED IN ADDENDA
 - 2. PLEASE REPLACE THIS PAGE WITH THE ONE THAT HAS ADDENDA IN THE FOOTER
- c. **Section 3:** Resumes for St. Charles Parish Team
 - i. In section 2, you were asked to identify specific members of your firm that would be assigned to St. Charles Parish Jobs (each category/discipline asked for this).
 - ii. Please use section 3 to provide relevant resumes so that we can get a better feel for their backgrounds.

- iii. NOTE RESUMES FOR ALL PROJECT MANAGERS, ENGINEERS, AND INSPECTORS ARE EXPECTED
- d. **Section 4:** Additional Information
 - i. Please use this section to clarify anything from sections 1 or 2 that you feel require additional information.
 - ii. Additionally, it is recommended that you include a one page summary of each project from section 2.