

**Combined RFQ Questions and Answers Detail**  
**Tuesday, September 30, 2014**

**Please note:** The Questions and Answers Listed below are compiled verbatim from emails received by various prospective respondents, there may be repetitive Questions and for those reference will be made to the initial response. Questions will be listed in **bold** with answers in normal font.

Additionally, the City has received numerous requests for clarification on the potential for fee approximation. **IT WAS NOT THE INTENT OF THE CITY TO GENERATE INFORMATION DIRECTLY OR INDIRECTLY FOR THE PURPOSES OF APPROXIMATING THE FEES ASSOCIATED WITH WORK REQUISITIONED UNDER THESE RFQ'S THEREFORE ALL RESPONDENTS ARE TO DISREGARD SECTIONS 2.3.5.2, 2.5.3.3 ON PAGE 10 OF THE WATER AND WASTE WATER MASTER PLAN RFQ, THE FINAL SENTENCE IN SECTION 1.5.4 ON PAGE 5 AND SECTION 4.1.1 ON PAGE 13 OF THE SAME DOCUMENT AND SECTIONS 2.3.5.2 AND 2.3.5.3 ON PAGE 11 AND SECTION 4.1.1 ON PAGE 13 OF THE DRAINAGE MASTER PLAN RFQ. FINALLY, THE TECHNICAL PROPOSAL FOR ALL RESPONDENTS TO EITHER OR BOTH RFQ'S SHALL BE LIMITED TO FIVE (5) PAGES.**

- 1) **Can you please provide additional information regarding the City's existing GIS Environment and the extent of utility layers within your GIS?**

The City hopes that this process will lead to the development GIS layers and information for a new GIS related to the City of Fulshear systems.

- 2) **You have briefly described some effort for field data collection. Can you say how extensive this might be? Would you expect SUE work involving survey locations, cleaning and CCTV of sewer lines, flow measurements, capacity analysis, manhole inspections, hydrant testing and so on?**

Regarding the Drainage RFQ, the field work should be fairly limited. There is significant LIDAR data available through the County and there should be very limited need for independent survey work related to specific channels or culverts.

Regarding the Water/ Waste Water RFQ, the City has commissioned its Water/ Waste Water operator to inspect sewer lines and manholes for I&I issues, develop flow measurements and test hydrants. The Selected respondent(s) will be provided that data as it is developed.

- 3) **If we need to plan to do extensive field data collection, can we get maps of the existing Fulshear water and sewer systems prior to the submittal date?**

Maps of the existing system on the City of Fulshear system have been uploaded to the RFQ page and can be directly linked here:

[http://cms3.revize.com/revize/fulshear/current\\_rfqs\\_and\\_rfps/docs/Fulshear\\_Sewerline\\_Map\\_Layout2\\_1.pdf](http://cms3.revize.com/revize/fulshear/current_rfqs_and_rfps/docs/Fulshear_Sewerline_Map_Layout2_1.pdf)

and here:

[http://cms3.revize.com/revize/fulshear/current\\_rfqs\\_and\\_rfps/docs/Fulshear\\_Water\\_Map\\_Layout1\\_1.pdf](http://cms3.revize.com/revize/fulshear/current_rfqs_and_rfps/docs/Fulshear_Water_Map_Layout1_1.pdf)

- 4) **Do you have your own population projections, or would that be part of our Master Plan scope?**

The City has developed a broad and general projection for population at full build out. Those estimates can be found in a presentation at the following link:

[http://cms3.revize.com/revize/fulshear/current\\_rfq\\_s\\_and\\_rfp\\_s/docs/Growth\\_Projections.pdf](http://cms3.revize.com/revize/fulshear/current_rfq_s_and_rfp_s/docs/Growth_Projections.pdf)

- 5) **Please provide clarification on Section 3.3 “Liquidated Damages”. The Scope of Work requested indicates that this contract would be for a Hydrologic and Hydraulic study with conceptual design solutions for problem areas. A contract for a H&H study would typically have no quantifiable liquidated damages associated with it.**

Please disregard this section of the document.

- 6) **Under “Scope of Work”, Section 1.5.4: What is the final sentence referring to - “All bids for materials, supplies....etc.”? This SOQ is for professional services and should not include bids for materials, services, etc.**

Please see the note at the top of the page regarding this section.

- 7) **Section 1.7.1 - Work Agreement – The Proposer’s Performance Bond: Professional engineering service contracts do not typically have a performance bond requirement. These types of bonds are typically required for contractors who are building a product for the owner.**

Please disregard this section of the document; however all respondents selected shall be required to name the City as an “Additional Insured” on its Professional Liability coverage.

- 8) **Section 2.3.5.2- Statement of Qualifications, and 2.3.5.3: These sections require that the SOQ include the number of staff proposed, the functions they will perform, and the percentage of time they will be assigned to the project. In addition, the SOQ requests total number of hours by day and week that the contractor will provide personnel in the field to collect data. These requests could be used to determine an “approximate fee” for the project which is not allowed in the solicitation of professional services by a public entity.**

Please see the note at the top of the page regarding these sections.

- 9) **Section 3.3.1 - Liquidated Damages: Liquidated damages are not typically used in a professional services agreement. The supplier of the services typically has insurance to cover the owner “City” should issues arise. Liquidated damages are typically associated with a construction contract.**

Please see the response to Question 5 above.

- 10) **Section 4.1.1 Evaluation: This section indicates that the City of Fulshear will evaluate proposals based on the “best value” to the City. What does “best value” mean since professional services are to be evaluated on a Quality Based Selection, and fees are to be determined after selection?**

Please see the note at the top of the page regarding this section.

- 11) **2.3.3 Technical Proposal: Section 3: What is the page limit for this section?**

As stated above, the page limit for this section has been set at five (5).

**12) 2.3.5: Staffing Plan – Section 5: What is the page limit for this section?**

The page limit for this section has been set at three (3) pages.

**13) Does the City desire an existing conditions assessment as part of the scope?**

As alluded to in the response to Question 2, the City has a fair understanding of conditions as they exist now and has commissioned our Water and Waste Water Operator to develop additional information as needed. Therefore, it is not anticipated that respondents will need to invest time or effort to develop this type of information.

**14) Has the City adopted the FY 14-15 budget and CIP? If so, will it be posted on-line?**

The City adopted its FY 2014-2015 Budget on September 23, 2014. The document may be found be following this link:

[http://cms3.revize.com/revize/fulshear/fy\\_2012-2013\\_proposed\\_budget\\_and\\_tax\\_info/docs/Budget\\_Certifications\\_FINAL\\_MASTER\\_092414.pdf](http://cms3.revize.com/revize/fulshear/fy_2012-2013_proposed_budget_and_tax_info/docs/Budget_Certifications_FINAL_MASTER_092414.pdf)

Please note that as part of the Budget the City adopted a CIP for asphalt street repair only. For more information on that Budget and other Capital Expenditures please see pg. 54 of the linked document.