



Shelby County Tennessee

Mark H. Luttrell, Jr., Mayor

Questions & Answers No. 2

Issued: June 15, 2016

RFQ 16-005-74

MAJOR DRAINAGE BASINS HYDRAULIC MODEL

TO ALL PROSPECTIVE BIDDERS:

The following questions were submitted by potential vendors. Our answers are listed in *red* below:

Question:

1. Ques: In regards to Sections II (Minimum Requirements) and V (Submittal Format-#1 General Requirements)of the RFQ: “Adhere to HUD Section 3 Requirements” and “Completion of the Section 3 RFQ documents”

Ans: Section 3 applies to contracting opportunities. They need to at least fill it out. They should make efforts to the greatest extent feasible to comply with Section 3 whether they are a Section 3 business or not. Here’s what they need to do:

2. Ques: We do not qualify as a Section 3 employer. Do we need to submit the Section 3 forms in the back of the RFQ? If so, which form (s) do we fill out?

Ans: Page 14 - fill it out

Page 15 - fill it out and sign

Page 16/17 – fill it out. List any Section 3 Business they contacted to be a part of their response. If none are contacted state “none were contacted an why” (i.e. respondent is the sole applicant, could not identify any Section 3 Business to provide needed services, etc.) The attached Section 3 List provides known Section 3 Contractors and their services at this time. It can also be found on the Department website at <http://shelbycountyttn.gov/DocumentCenter/View/25918> I thought we had attached it to the RFQ.

Page 18 - If they have a Section 3 partner(s) in the response, that partner(s) would fill out the “Section 3 Certification Form” on page 18.

3. Ques: Do we have to fill out the “Section 3 Business Certification Form” stating we are seeking Section 3 status?

Ans: Yes,

Page 18 - If they have a Section 3 partner(s) in the response, that partner(s) would fill out the “Section 3 Certification Form” on page 18.



4. Ques: While we were examining the RFQ we noticed a discrepancy in the text. On page 3 under “Minimum Requirements” it states that the LOSB participation is to be 100% but on page 6 under “proposals” it states that the LOSB project goal is 20%.

Will you provide some clarification on which number is correct? The answer will determine how we will best approach the project and the team we will create.

Ans: There is an addendum on the county website that reads LOSB is 20% participation. Please review the county website for addendums as well as questions and answers.

5. Ques: Have at least 10 years of experience and staff expertise in design and construction administration of commercial facilities with emphasis on design of office building, office space efficiency, and energy efficiency. **How does this apply to this project?**

Ans: Refers to experience with this sort of project.

6. Ques: Adhere to the requirements of certified Locally Owned Small Business (LOSB) participation. Project goal is **100%** participation. **Proposal section of RFQ says 20% participation.**

Ans: There is an addendum that is on our website that reads this projects projected goal is 20%

7. Ques: Under II. Minimum Requirements, bullet two states that the applicant have 10 years of construction experience of commercial facilities with some additional emphasis pertaining to that construction. This RFQ specifically targets expertise in numerical modeling of river systems for flooding. There are no construction components to the RFQ. Is this truly a minimum requirement that must be met and if so, must the construction elements be “commercial facilities with emphasis on office buildings” etc.?

Ans: Ten years of experience with modeling of river systems for flooding projects.

8. Ques: The LOSB project goal is 20%. Is that a requirement that the LOSB be responsible for 20% of the project or is less participation allowed should that be the case?

Ans: The goal is 20% participation for this project 20% of work should go to an LOSB vendor.

9. Ques: Regarding Section 3, there is language that states “to the greatest extent feasible” when involving Section 3 persons/companies. Does an attempt to engage Section 3 the listed construction based businesses in a numerical modeling exercise that likely have no expertise in this area and thus would not apply meet the requirement that we tried to the greatest extent feasible?

Ans: What Section 3 implies is that means you will make every attempt to meet the goals of Section 3 request which means qualified employees where and when feasible.

