



Brooks Development Authority
Request for Qualifications (RFQ)
Project Management/Construction Management Services
Bid #01232013-004
Questions

1. Can you please give an idea of either the square footage or dollar amount of this project?

ANSWER: See Addendum 1.

2. Is this only a Project Management/Construction Management Services RFQ? It seems there are design and utility coordination components in the RFQ. If no, please clarify.

ANSWER: See Addendum 1.

3. Is this RFQ related to a specific design project and if so, are plans available.

ANSWER: See Addendum 1.

4. What is our page limit excluding appendices? On page 6 section IV.1 it states “not greater than 15 pages”; section IV.2 states “limited to 10 pages”.

ANSWER: See Addendum 1..

5. Please clarify what legal documentation is needed for the “Joint Venture”. A full contract would exceed the page limit.

ANSWER: The Business Entity print out from the Secretary of State; or any legal document proving the Joint Venture is a legally formed entity.

6. Please confirm the final deadline for questions to be submitted. The cover page states 10:00 am on February 8, 2013. On page 5, within Item III-Schedule, it states that questions are due no later than February 11, 2013 at 10:00 am. Which is the correct date?

ANSWER: See Addendum 1.

7. Does the Table of Contents count as part of the 15-page limit?

ANSWER: See Addendum 1.

8. Does the Executive Summary count as part of the 15-page limit?

ANSWER: Yes.

9. Do divider tabs count as part of the 15-page limit?

ANSWER: See Addendum 1.

10. Is it necessary to include a copy of Appendix B – Scope of Work (doesn't require any signatures) within the Appendices section in our submittal?

ANSWER: No.

11. On page 7, Section VI, 1, B, it states "Where subcontractors will be utilized for a substantial (over 20%) portion of the contract, please provide information regarding the firm." Is the firm referring to the Respondent or the substantial subcontractor? If it is referring to the substantial subcontractor, specifically what information is to be provided for the subcontractor firm?

ANSWER: Please include the following information:

- i. Experience and Qualifications**
- ii. Company Information; and**
- iii. Point of Contact.**

12. Is the question asked within Criteria 1, Item 3–Joint Ventures/Subcontractors (on page 8), "Have you ever performed a project as a joint venture?" intended for the Respondent, the proposed subcontractors or both?

ANSWER: The Respondent.

13. Within that same section, it is requested that Joint Ventures "provide the following information regarding the legally established joint venture." Does this section apply to Respondents/Teams who are submitting on this particular RFQ as a Joint Venture OR is BDA requesting that the Respondent submit this information for any past project on which it performed services as a legally established Joint Venture?

ANSWER: Respondents/Teams who are submitting as a Joint Venture on this particular RFQ.

14. Is the question asked within Criteria 1, Item 4–Joint Ventures/Subcontractors (on page 8), "Have you ever performed a project as a subcontractor; where you were utilized for a substantial (over 20%) portion of the contract?", directed toward the Respondent, the proposed subcontractors (either substantial or non-substantial) or both?

ANSWER: The Respondent.

15. Please tell me if Resumes are part of the submission (and therefore count towards the 15 page limit) or if these can be submitted with the appendices?

ANSWER: Resumes do not count toward the 15 page limit and may be submitted with the Appendices.