



East Richland County Public Service District

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October 21, 2024

To All Interested Engineering Firms

Re: Request for Qualification Statements – General Wastewater Utility Engineering Services
Addendum No.1 – Responses to Questions Received

The following is in response to questions received by the District regarding the above referenced RFQ. There is no change in due date or requirements for submittal:

1. Q- Can you please confirm that we can submit our statement of qualifications in PDF format via email no later than **4:00 PM** on **October 25, 2024** and then hand deliver the 3 hard copies of the SOQ within the next 3 business days—which would be no later than **Wednesday, October 30th**. We are asking for clarification on submittal directions. Can you please clarify if a digital copy needs to be mailed with the three hard copies, or if the digital copy is not needed in the mailed package?

In the Engineering Services General Wastewater Utility Engineering Request for Qualifications, on page 2, it says, "In addition, mail three (3) hard copies of the SOQ to the below address within the next three (3) business days." On page 3, it indicates that following: SOQs should be submitted to: Ray Peterson, PE, District Engineer East Richland County Public Service District Email: procurement@ercpsd.net and mail (include digital file) to 704 Ross Rd, Columbia, SC 29223.

Also, are hand-delivered submissions accepted?

A- Yes, per the RFQ, digital copies should be submitted to procurement@ercpsd.net by 4PM Friday, October 25th with 3 hard-copies delivered by 4PM on Wednesday October 30th to the District office at 704 Ross Rd, Columbia, SC 29223. Note, large files may require a link or some other type of shared transfer. A USB drive with the digital information to be submitted with the hard-copies would also be appreciated in case we have problems with transfers or copies for District staff. Hard-copies may be hand-delivered to our office at our physical address, 704 Ross Rd.

2. Q- We are a small firm that provides specialized services for utilities. Does this meet your requirements for the RFQ?

A- Yes, while we may seek out specialized firms not on the list for certain special tasks such as NPDES permits or soil testing, you may still submit to the RFQ so we are aware of your services.

3. Q- Is there a page limit for this RFQ Submittal?

A- While there is no limit we would prefer the submittal to be "concise".

4. Q- Does the District only want to see five (5) project descriptions, or can more be submitted?

A- You can list more than 5 projects but provide projects that are meaningful and again, concise.

5. Q- In order to provide all services being requested within the RFQ, are we allowed to have subconsultants on our team? Or is it preferred that the Prime submit for only the services that we can provide in-house?

A- Your submittal should address only the qualifications and services of your firm.

6. Q- How many firms will be selected for this contract?

A- There is no project or contract at this time. This is an open request to obtain a general list for our files from any engineering firms that can provide wastewater utility type engineering services.

7. Q- For the list of standard billable rates, should we provide rates for multiple years or just the first year with the expectation that we will apply a rate increase each year?

A- We understand that rates change over time; however the SOQ should provide anticipated rates for at least the next 6-12 months.

8. Q- The RFQ mentions that qualified engineering firms may submit updated Qualification Statements for the District's consideration at any time. We wanted to know if we would be able to update our rate schedule over time as that changes as well as add additional categories of employees to the rate schedule as that may change as well. We also wanted to know if we would be able to update our teaming partners over time in the event we want to add someone, etc.

A- Updates to the SOQ for items such as you noted can be made at any time. The initial submittal would cover roughly a 6-12 month period with the understanding that personnel and rates change over time.

9. Q- Is this request for only firms not currently working on an ERCPSD project or is it for all firms?

A- This request is for all firms, not just firms without a current project.

RFQ General Engineering Services
ERCPSD
Addendum No.1
October 21, 2024

Thank you for your interest and we look forward to receiving your submittals.

Sincerely,

Raymond F. Peterson

Raymond F. Peterson, PE
District Engineer

c: Joseph Jaco, PE, Executive Director