



ADDENDUM #3
Public Works - Engineering Division
Consultant Continuing Services for Boulder County Public Works Department –
Engineering Division
SOQ # 7398-22

December 28, 2022

The attached addendum supersedes the original Information and Specifications regarding SOQ # 7398-22 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

1. Question: Within the Evaluation Criteria, it states to “Describe the experience, including amount, team members.” Does this refer to their years of experience?

ANSWER: Yes, “amount” refers to the team members’ years of experience.

2. Question: The Evaluation Criteria mentions describing plans to meet the Disadvantaged Business Enterprise goals. Can you please clarify the DBE goal %?

ANSWER: It is not necessary for firms to submit DBE (Disadvantaged Business Enterprise) Boulder County does not have DBE goals nor a program set up to establish the goals. However, firms that wish to propose on projects utilizing federal grant monies requiring DBE goals must either be a DBE firm themselves or meet the goals through their subconsultant team dedicated to that specific project and should therefore indicate their ability to pull together a team that can meet goals set for grants utilizing federal monies. Firms may choose to indicate their DBE certification as part of their proposal for this SOQ.

3. Question: The Evaluation Criteria states “Describe if and how the firm utilizes alternative methods of approach for furnishing professional services.” Can you

please specify what services? We are not sure if it is applicable to the services we are submitting for (environmental).

ANSWER: Alternative methods may be defined as highlighting past examples of innovation, use of context sensitive solutions, alternative construction delivery methods (i.e. design build, Construction Manager/General Contractor (CM/GC)). This may not be applicable to all disciplines and is meant to show how a firm has approached tough situations by thinking outside the box.

4. Question: Does the Contractor's Certification of Compliance on page 28 need to be submitted at this time?

ANSWER: No, this form does not need to be submitted at this time.

5. Question: If we would like to be considered for 2 disciplines, would you like to see a minimum of 3 projects for each discipline, for a total of a minimum of 6 projects?

ANSWER: There should be a minimum of three projects for each discipline. However, the same project may be used as a reference for multiple disciplines.

6. Question: Can we submit more than 3 projects per discipline?

ANSWER: The limitation is three projects minimum for each discipline. There is no maximum of number of projects. However, please keep the file size in mind as the email responses to this solicitation are limited to a maximum of 50MB capacity.

7. Question: SOQ number 7398-22 is soliciting consultants for Boulder County Public Works – Engineering Division. However, SOQ number 7313-22 was issued earlier this year for continuing services for the Boulder County Public Works Department, and our firm is on that list. Many of the same disciplines are being requested again in this current SOQ. If we are on the earlier list already, is there a reason to submit again for this current solicitation?

ANSWER: Public Works' Building Services Department procured consultants through SOQ #7313-22, Continuing Services for the Boulder County Public Works Department that was due in Spring 2022. Those services are used primarily for buildings and facilities. That solicitation has a different scope than what will be used for the Engineering Division or Community Permitting and Planning projects. Public Works' Engineering Division is currently soliciting services for use on transportation projects. It is required that firms submit proposals for this solicitation to be considered for work with PW's Engineering Division or with Community Planning & Permitting projects.

8. Question: The last item of the Checklist says "SAM.gov Registration with Unique Entity ID (Instructions attached)." Our company has already registered with SAM.gov so do you just need our Unique Entity ID or something more?

ANSWER: Your unique entity ID, which shows you are actively registered in SAM, is acceptable.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on Wednesday, January 4, 2023.**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **SOQ # 7398-22** in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their proposal is received on time at the stated location(s). Any proposal received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all proposals, to waive any informalities or irregularities therein, and to accept the proposal that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

December 28, 2022

Dear Vendor:

This is an acknowledgment of receipt of Addendum #3 for SOQ #7398-22, Consultant Continuing Services for Boulder County Public Works Department – Engineering Division.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that due to COVID-19, **BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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