



<input checked="" type="checkbox"/>	AMENDMENT OF SOLICITATION
<input type="checkbox"/>	MODIFICATION OF CONTRACT

City of New Braunfels
Purchasing
551 Landa Street
New Braunfels, Texas 78130

1. Solicitation No. RFQ 21-013 IDIQ for Professional Services for City of New Braunfels	2. Contract No.	3a. Addendum No. 1	4. Effective Date of this Action May 5, 2021
		3b. Modification No.	

5. Name and Address of Offeror or Contractor	6. For Information Call: (No collect calls or Fax offers accepted) Purchasing: Debbie Kimball Phone No.: 830-221-4081 Fax No.: 830-608-2112	7. Amount of Contract/Order is: Increased by: Decreased by: New Total: <input type="checkbox"/> Unchanged
---	---	---

8. THIS BLOCK APPLIES TO AMENDMENTS OF SOLICITATIONS ONLY:
The above numbered solicitation is amended as set forth in Block 10 below.
 The date and time specified for receipt of offers IS NOT extended.
 THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO:
Offerors must acknowledge receipt of this amendment prior to the date and time specified in the solicitation or as amended, by one of the following methods:
(i) By completing Blocks 5 and 11 and returning this Addendum in the number of copies specified for the solicitation;
(ii) By acknowledging receipt of this Addendum on each copy of the bid submitted; or,
(iii) By separate letter, telegram, or fax referencing the solicitation and addendum.
If by virtue of this Addendum offeror desires to change an offer already submitted, such change may be made by letter, telegram, or fax, provided each such notice makes reference to the solicitation AND this Addendum, and is received prior to the date and time specified.
NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS ADDENDUM AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.

9. THIS BLOCK APPLIES TO MODIFICATIONS TO CONTRACTS, DELIVERY OR PURCHASE ORDERS ONLY.
The above numbered Contract, Delivery, or Purchase order is modified as set forth in block 10 below.
 This Change Order is issued in accordance with authority granted by instrument referenced in block 2.
 The instrument in Block 2 is modified to reflect administrative changes.
 This Supplemental Agreement is entered into pursuant to the Authority of:
 Other (Specify type of modification and authority): _____
 CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPY WITH PROPOSAL.
 Contractor is not required to sign this document but is requested to acknowledge receipt.

10. DESCRIPTION OF CHANGES - This Addendum No. 1 is being issued for specification changes and to provide answers to vendor questions received during the inquiry period.

- 1. Specification Change:** Page 1, Solicitation and Offer page is being **deleted in their entirety** and **replaced** with the **REVISED SOLICITATION AND OFFER** page provided through this addendum. Please submit the REVISED form with your submittal.
- 2. Specification Change:** Pages 31-32, **ATTACHMENT B COMPANY INFORMATION**, is being **deleted in its entirety**. Disregard all references to ATTACHMENT B throughout RFQ 21-013.
- 3. Specification Change:** Page 12, TAB 6: **ORGANIZATIONAL CHARTS AND RESUMES. THE FOLLOWING LANGUAGE IS BEING ADDED: Organizational Charts can be one single-sided pages.**
- To clarify, RFQ 21-013 is the correct number for this Request for Qualifications. Disregard reference RFQ 21-011 on page 10.

Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.

11a. SIGNATURE OF OFFEROR OR CONTRACTOR	CITY OF NEW BRAUNFELS, TEXAS	
	Debbie Kimball	May 5, 2021
11b. PRINTED NAME AND TITLE	11c. DATE	
	Debbie Kimball Contract Administrator	Date



REVISED
**SOLICITATION
 AND OFFER**

City of New Braunfels
 Purchasing
 550 Landa Street
 New Braunfels, Texas 78130

Solicitation Number: RFQ 21-013 Request for Qualifications - IDIQ for Professional Services, City of New Braunfels, TX	<input type="checkbox"/> Invitation for Bid (IFB) <input checked="" type="checkbox"/> Request for Qualifications (RFQ)	Date Issued: <p style="text-align: center;">April 15, 2021</p>
---	---	--

SOLICITATION

Respondents must submit sealed Statement of Qualifications (SOQ) containing one (1) signed original hardcopy and one (1) in electronic format (USB). Electronic response submissions through BidNet Direct does not require an original hardcopy and USB to be submitted. Questions concerning RFQ must be received, by email only, prior to 5:00P.M. CT on **April 30, 2021**. Qualifications will be received at the Office of the City Secretary at the address shown above until: **3:00 P.M. (CT), May 13, 2021**. There will be no public bid opening. Qualifications received after the time and date set for submission will be returned, unopened, upon request.

For information regarding this solicitation, contact: <small>(NO collect calls, Telegraphic, Email, On-Line or Fax offers accepted)</small>	Debbie Kimball, Contract Administrator	Email: DKimball@nbtexas.org Phone: (830) 221-4081 Fax: (830) 608-2112
--	---	---

- | | | |
|---------------------------------|------------------------------|--|
| 5% Proposal Bond Required: | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 100% Payment Bond Required: | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 100% Performance Bond Required: | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |

OFFER

(This portion must be fully completed by Proposer.)
 Respondent will comply with the General Terms and Conditions required by the City of New Braunfels.

In compliance with the above, upon contract award the undersigned offers and agrees to furnish any or all items or services awarded at the prices stipulated for each item delivered at the designated point(s) and within the time specified herein.

CONTRACT AWARD SHALL INCLUDE ALL ASSOCIATED SOLICITATION DOCUMENTS, ATTACHMENTS, AND ADDENDA.
 SIGNATURE IS MANDATORY; **MANUALLY SIGN** ORIGINAL DOCUMENT AND, IF APPLICABLE, ALL REQUESTED COPIES SUBMITTED.

1) Respondent's State of Residence: _____

Name and Address of Respondent:	Name and Title of Person Authorized to Sign Offer: E-Mail Address: Phone Number: Fax Number:
--	---

Signature:	Date:
------------	-------

Name, Address and Telephone Number of Person authorized to conduct negotiations on behalf of Respondent.

 (Applies to Request for Qualifications only)

LISTED BELOW ARE QUESTIONS RECEIVED DURING THE RFQ INQUIRY PERIOD AND THE CITY'S RESPONSES:

QUESTION 1: Page 1, Solicitation and Offer Form. A. Will the City release another version of the Solicitation and Offer Form without a draft watermark? B. Should respondents use the draft marked Solicitation and Offer form, or will a new form be provided? C. Please provide this form without the DRAFT watermark.

ANSWER 1: Page 1, The current Solicitation and Offer form has being deleted in its entirety and shall be replaced with the REVISED SOLICITATION AND OFFER form provided through this Addendum.

QUESTION 2: Solicitation and Offer Form (Page 1 of RFQ): On the "Solicitation and Offer" form, do we need to fill out the information in the last box for authorized person if this is the same individual listed in the box above for the person authorized to sign offer?

ANSWER 2: Please complete the last box by either repeating the contact information or type "Same as Above" in the last box for authorized person.

QUESTION 3: Does each page of our submittal need to be on our company's letterhead? Or the first page of each of the required Tabs, with the exception of Tab 1 which is the Solicitation and Offer form? We usually include a transmittal letter, which would correspond to Tab 3 (Statement of Interest), which is on our letterhead, but the rest of our submittal is not. We want to make sure we're following the guidelines, so we would appreciate clarification on what parts of our submittal need to be on letterhead.

ANSWER 3: Your firm's letterhead is not required on each page. However, historically I see firms list their name as a footer or header to easily identify the firm's name on their response. In Tab 5, you are required to have your firm's name at the top of the pages. Refer to RFQ 21-013, Section 4, pages 11-12.

QUESTION 4: If submitting proposal electronically is an original signature required?

ANSWER 4: Refer to page 9, 4.3 for instructions on electronic response submission. Your electronic submission must be signed prior to uploading to BidNet. Digital signature is acceptable. Hardcopy and USB are not required if submitting electronically through BidNet.

QUESTION 5: Re: Page 10 -- 4.3 (d) Is a digital signature acceptable for submissions on BidNet Direct, rather than a copy of a manual signature?

ANSWER 5: Yes, see ANSWER 4 above.

QUESTION 6: We may submit one original copy with one signed USB copy to your office or upload our submittal through BidNet, correct?

ANSWER 6: Yes, see ANSWER 4 above.

QUESTION 7: Do we have to have a paid subscription to see addendums and submit our qualifications electronically to BidNet? We currently are registered and can view the solicitation and post a bid, however, if we need a paid subscription to see other documents, or have other privileges, please advise.

ANSWER 7: As stated on page 9 of 42, you must register on their site prior to your electronic submission. Please allow time before the closing date and time to ensure you are timely. If you have any problems completing your vendor registration or submitting your electronic response to this solicitation, please contact BidNet at (800) 835-4603, Option 2, to speak with live customer support. There is a cost to submit electronically through BidNet, but you will need to call BidNet to discuss the particulars.

QUESTION 8: Is the City of New Braunfels allowing firms to team or is this RFQ for individual firms?

ANSWER 8: No. Individual firms are evaluated based on their qualifications, not grouped or teamed firms.

QUESTION 9: Page 3. We have a question about Section 3.1.5 Prequalified Firm (page 3 of 42): "For purposes of this solicitation, a prequalified firm is a firm identified, by category, by the City on their IDIQ prequalified firm list as an available firm to perform the services within that category." For each Professional Service Category, must the Prime firm be able to provide ALL services specified within that

QUESTION 9 (CONTINUED):

category, or will the Prime be able to use a sub to provide one of the subservices when a task order is issued by the City may request that service? For example, if we were planning to submit for precertification for Environmental Clearance, Compliance, Remediation, Permitting and Planning, and are able to provide all of the requested environmental services with the exception of Remediation, can we still submit our proposal for precertification with the City for the Professional Service Category? Or do we need to be able to provide each of those services in-house? Or can we state that we will use the appropriate subconsultant to fulfill the needs of City for a specific project?

ANSWER 9: The statement of qualifications submitted applied to the firm submitting, not subcontractors. In the example listed above, you could respond that you can provide all services, except remediation. You can include information pertaining to prior team work on remediation for City's consideration.

QUESTION 10: I have a question on the teaming format. We are a smaller firm, so we typically propose an entire team of our own subconsultants to these typical IDIQ's. Am I understanding it correctly, that we submit on this RFQ as just our firm, and pick what specialties we can deliver on? The City then provides from their pool of firms if for instance Geotech/Material Testing/Survey/Etc. is needed on any particular Task Order? In the RFQ, the word 'team' is mentioned twice in reference to the Respondent, but scoring is focused on the 'firm.' Do you expect us to propose our own team?

ANSWER 10: You are correct, the RFQ respondent is the firm submitting their qualifications, not subcontractor qualifications. The Firm submitting their proposal must be able to perform the work. The "team" reference within the RFQ would relate to your firm's employees, not subcontractors.

QUESTION 11: If a firm is submitting for three categories for Professional and Consulting Services, do they need to submit a separate submission packets for each Service? For example, would we have a separate packet for Architectural Planning and Design, for Transit Consulting services, and Stormwater Engineering? Alternatively, we could prepare one merged package, but with Tab5's page limitation requirement, that would mean we would not be able to show as many projects for each category.

ANSWER 11: Yes, your firm should submit one consolidated RFQ response, with the individual categories broken down in Tab 5 as requested within the RFQ. The RFQ category responses will be reviewed by multiple team members, based on their subject knowledge, so each Category submitted should be separately listed with their relevant information. Each category has a page limitation and should list the projects associated with the category as indicated in the RFQ.

QUESTION 12: Does the City of New Braunfels have a listing on anticipated Capital Improvement Projects during the proposed professional services in the areas listed on "Attachment A".

ANSWER 12: No. This list is for on-call, as-needed services.

QUESTION 13: It is understood the City of New Braunfels current list of prequalified firms will be expiring on July 31, 2021. Please provided the period of performance for the proposed duration of the new solicitation. This was not located on the sample agreement or within section 3.2 of the RFQ.

ANSWER 13: Refer to Page 21, Section 7 Contract Terms and Conditions, item 7.4 Contract Term. The initial service period will be from August 1, 2021 through July 31, 2024.

QUESTIONS CONCERNING TAB 5:

QUESTION 14: What should Tab 5 be named?

ANSWER 14: No name has been assigned to Tab 5 as multiple documents are being submitted under this tab. Just refer to Tab 5.

QUESTION 15: We are noticing that if we break out category of work for the RFP, then our response will be massive. Being a large firm, we would like to submit on many of the categories. We would like to know how the City would like us to handle redundant information in project examples and references. Can we include several categories under one section? We want to make sure we are being compliant, but as concise as possible per the City's request. We are planning to submit electronically as well.

QUESTIONS CONCERNING TAB 5 (CONTINUED):

ANSWER 15: No. The City will have various City employees/teams evaluating relevant categories based on their subject knowledge, so your documentation must be submitted per category, as requested in the RFQ. This keeps all relevant information together, by category.

QUESTION 16: Tab 5 d) seems to mainly ask for references, but also mentioned contract assignment sheets which mentions past performance and references again. For the 2018 IDIQ submission, we provided project descriptions and photos for each reference. Is project information required for this tab, or only reference information? Does past performance mean project experience? The contact assignment sheets sub-heading is confusing.

ANSWER 16: Tab 5 includes: Attachment A Categories Form; The format for each Category: a. Relevant Background experience; b. Experience & Previous Performance with the City of New Braunfels and surrounding areas; c. Technical Qualifications; d. References – the three (3) contract references, per category, should be relevant projects to the category.

Yes, your past performance is projects you have completed or are ongoing.

QUESTION 17: Do we have multiple or just one category form for tab 5?

ANSWER 17: One Category Form (Attachment A). Attachment A should be the 1st document under Tab 5. Your firm is to check all categories they are requesting the City to review and consider for their firm. Behind Attachment A, your individual categories along with their supportive documentation should be grouped as listed on pages 11 and 12.

QUESTION 18: A. Please verify the page limit for Tab 5 (pages 11-12 of the RFQ). Is the page limit for each category 2 single-sided pages (in which the content for Relevant Background Experience, Experience and Previous Performance, and Technical Qualifications must not exceed 2 single-sided pages)? Or is the page limit for each category 2 single-sided pages for Relevant Background Experience, 2 single-sided pages for Experience and Previous Performance, and 2 single-sided pages for Technical Qualifications, totaling 6 single-sided pages per category? B. Re: Page 11-12 --- TAB 5 – a., b. & c state that **EACH** category **must be limited to two (2) single-sided pages and minimum 10-pt font**. To clarify, does this mean 2 pages max for each category checked, or 2 pages overall?

ANSWER 18: Refer to page 17, Section 6, 6.2.1 which recaps the number of submittal pages. Please note that through this addendum, a clarification change has been made concerning Organization charts. Organization charts can be listed on a separate page.

QUESTION 19: Should the organization of Tab 5 (pages 11-12 of the RFQ) be by category or by listed item, i.e., Relevant Background Experience, Experience and Previous Performance, Technical Qualifications, References?

ANSWER 19: By category, grouped as specified in the RFQ.

QUESTION 20: If we are responding to multiple Scopes of Work, are we able to use the same project experience for different scopes we are responding to?

ANSWER 20: Yes. The City will have various City employees/teams evaluating relevant categories based on their subject knowledge, so your documentation must be submitted per category, as requested in the RFQ. This keeps all relevant information together, by category.

QUESTION 21: If we are responding to multiple Scopes of Work, are we able to use the same references for the different scopes we are responding to?

ANSWER 21: Yes. The City will have various City employees/teams evaluating relevant categories based on their subject knowledge, so your documentation must be submitted per category, as requested in the RFQ. This keeps all relevant information together, by category.

QUESTIONS CONCERNING TAB 5 (CONTINUED):

QUESTION 22: Can you tell me some things you would like us to include under the Technical Qualifications section since it does not specify - software and programs we are proficient in? Project management experience? It is very open for interpretation so just trying to narrow down my focus.

ANSWER 22: It is your firm's decision what is submitted. The information provide should support your firm's technical qualifications, by category submission.

QUESTION 23: TAB 5 (Page 12 of RFQ): Do respondents need to answer all of the questions listed as bullet points in Tab 5 regardless of category selected? For example, if our categories selected are not related to engineering services or construction activities, do we still proceed with submitting an answer related to "local area construction costs and practices" or "building code requirements; and City of New Braunfels Design Criteria?"

ANSWER 23: Yes. Submit the information requested within TAB 5. Your relevant information to the Category should be indicated here. If a particular item does not pertain to your scope being submitted, put not applicable or N/A.

QUESTION 24: In the References per category section, can you just confirm that we are to submit only one page that contains 3 references per each category we select?

ANSWER 24: Yes, per category, all references and the associated three (3) contracts are to be submitted on one (1) single-sided page, minimum 10-pt form. Refer to Page 12, Tab 5, d. for further details.

QUESTION 25: Please clarify that you are asking for 3 references per category we submit on?

ANSWER 25: Yes. See ANSWER 23 above.

QUESTION 26: Are we limited to two single-sided pages per category on relevant project experience?

ANSWER 26: Yes. Refer to page 17, Section 6, 6.2.1 which recaps the number of pages.

QUESTION 27: In the Technical Qualifications portion, we are to submit 2 pages max per category that describes our firm's qualifications in narrative form?

ANSWER 27: Per page 11 c., the firm's Technical Qualifications for EACH category must be limited to two (2) single-sided pages and minimum 10-pt font. The format and information provided is up to your firm.

QUESTION 28: Technical Qualifications & Relevant Background Experience per Category – please clarify the detail/information the City is looking for within the technical qualification and background experience write-ups and the difference between the two sections (Tab 6).

ANSWER 28: Refer to pages 11 and 12 of 42 for details of areas of expertise needed. The technical qualifications & relevant background experience per category should be unique to your firm. Tab 6 is for organizational Charts and Resumes.

QUESTION 29: Can you please clarify Tab 5, Section A. (page 12) Technical Qualifications? It mentions we can submit two pages per category. Would the City rather see a measles chart with all services from Attachment A and what the firm can provide, or project experience for this section?

ANSWER 29: This should be your technical qualifications as it relates to the category for which you are submitting. How your firm presents the information is up to your firm, as long as there is a clear list of the services, as well as project experience included in the overall submission.

QUESTION 30: TAB 5 (Page 12 of RFQ): For TAB 5 Item d, does the City want to see reference letters or simply reference contact information for each of the three contract examples?

ANSWER 30: Reference contact information is sufficient, along with your three contract examples. Refer to page 17, Section 6, 6.2.1 which recaps the number of submittal pages. Please note that through this addendum, a clarification change has been made concerning Organization charts. Organization charts can be listed on a separate page.

QUESTIONS CONCERNING TAB 5 (CONTINUED):

QUESTION 31: TAB 5 (Page 12 of RFQ): For TAB 5 Item d, may a respondent submit three references that are not contract-specific and three that are points of contact for relevant contracts?

ANSWER 31: Yes, as long as, you adhere to the page limitations.

QUESTION 32: Page 12, Item 5.d of the subject RFQ covers References Per Category and Contract Assignment Sheets and asks for 3 references per category. The last sentence says references per category must be limited to one (1) single-sided page. Is this one page per reference or all three references on one page? With the information requested, it may be difficult to put all 3 references on a single page.

ANSWER 32: Yes, see ANSWER 23 above.

QUESTIONS CONCERNING TAB 6:

QUESTION 33: (Section 4.3 Submission of Proposals, Page 12 of 42) **TAB 6:** Does the 10-pt font minimum apply to both the resumes and organizational chart?

ANSWER 33: Yes, the 10-pt font minimum does apply to Resumes.
Organizational Chart - please note that through this addendum, a clarification change has been made that organization charts can be listed on a separate page.

QUESTION 34: (Section 4.3 Submission of Proposals) Do other graphics or tables need to have a 10-pt font minimum?

ANSWER 34: No. All other submitted graphics and Tables must be readable to be effective for City review.

QUESTION 35: (Section 4.3 Submission of Proposals, Page 12 of 42) Can the organizational chart fill one single-sided page?

ANSWER 35: Yes. See ANSWER 32 above.

QUESTION 36: Should respondents provide an organizational chart for *each category* or provide *one organizational chart* showing the overall team with task leads for each category?

ANSWER 36: If the organization chart applies differently by category, then a category organization chart should be submitted. It is up to your firm to determine applicability.

QUESTION 37: Should respondents include an overall project manager in the organizational chart who will manage all task leaders for each category?

ANSWER 37: It is up to your firm how this information is presented; however, the organization chart must clearly define the applicable categories.

QUESTIONS CONCERNING TAB 7:

QUESTION 38: TAB 7 (Page 13 of RFQ): For TAB 7, will the City want respondents to include a completed Conflict of Interest Questionnaire (CIQ) as an attachment?

ANSWER 38: Yes.

QUESTION 39: TAB 7 If the respondent has no conflict, does the City still want to see a signed CIQ indicating no conflict of interest?

ANSWER 39: Yes, your submittal confirms no conflict of interest.

QUESTION 40: TAB 7 (Page 13 of RFQ): If we have small, woman-owned certifications, may we include those in TAB 7?

ANSWER 40: Yes.

QUESTIONS CONCERNING TAB 7 (CONTINUED):

QUESTION 41: (Section 4.3 Submission of Proposals, Page 13 of 42, Tab 7 – Other Support and Attachments) Can we provide a table along with our SOQ that lists all relevant certifications and certification numbers for our proposed staff instead of including the actual copies of the certifications?

ANSWER 41: Yes, however the City reserves the right to request actual copies later if warranted.

QUESTIONS CONCERNING TAB 8:

QUESTION 42: Page 13, Section 4.3 of the RFP, Tab 8: Deviations from Request for Qualifications. Is the city looking for deviations from the entire RFQ solicitation or the just the contract provisions listed in Attachment D – Sample Professional Services Agreement?

ANSWER 42: This refers to any deviation requested within the RFQ document; however, typically it deals with terms and conditions of the PSA. Deviations are to be listed in Tab 8. The City will determine if any requested deviation will be accepted prior to any project being awarded to your firm. Please note page, section, etc. where deviations are taken, or redline/insert requested language changes.

QUESTION 43: Page 13, Section 4.3 of the RFP, Tab 8: Deviations from Request for Qualifications. If a proposer has no deviations, are they to just include a statement stating that? May a proposer omit Tab 8 from their response if they do not have deviations?

ANSWER 43: Submit Tab 8 – with statement – no deviations.

QUESTIONS CONCERNING ATTACHMENT A SPECIFIC CATEGORIES

QUESTION 44: Attachment A – Categories Form (Page 30 of RFQ): Should we select that we are pursuing the additional category of “Consulting and/or Administration for TxDOT Related Projects” if we can provide environmental consulting services on TxDOT Related Projects or are these services already covered by selecting the “Environmental Clearance, Compliance, Remediation, Permitting and Planning” category?

ANSWER 44: No. The intent of Consulting and/or Administration for TxDOT Related Projects category is to hire a firm to assist the City with documentation gathering of required TxDOT forms and reporting requirements. If submitting for environmental services, submit under the Environmental Clearance, Compliance, Remediation, Permitting and Planning category.

QUESTION 45: Attachment A – Categories Form (Pages 29-30 of RFQ): If our firm would like to pursue the category for “Environmental Clearance, Compliance, Remediation, Permitting and Planning,” can we provide any (but not necessarily all) environmental consulting services? In other words, it is not a requirement to provide all listed services within the category title? For example, if our firm does not offer remediation services, that can be explained in our response to the RFQ and it would not automatically eliminate us from being pre-qualified?

ANSWER 45: You can state the services your firm can provide within the category and state your firm does not provide remediation services. This will be taken into consideration and will not automatically eliminate your firm.

QUESTION 46: In reference to the Categories Form (Attachment A), the form seems to be broken down into general discipline with subcategories below. (For example: Stormwater Engineering as the general discipline, with subcategories to include Stormwater Drainage Area Assessments and Studies, Stormwater Infrastructure Planning and Design, Low-Impact development and Water Quality Controls Planning and Design, etc.) Is it possible for firms to submit for select services under the general discipline (with the Stormwater example, going after Low-Impact Development, but not Stormwater Drainage Area Assessments and Studies), or must a firm pursue all under the category?

ANSWER 46: Yes, your firm can respond to the applicable sub-categories in their response. Each sub-category will stand on its own merits.

QUESTIONS CONCERNING ATTACHMENT A SPECIFIC CATEGORIES (CONTINUED)

QUESTION 47: On page 6 of the RFQ, Section 3.5.1, bullet "*Electrical Engineering and Lighting Study, Analysis and Design*", can you elaborate on the scope of work for the Electrical Engineering and Lighting studies. Will this be coordination on lighting with NBU, or creation of lighting layouts/panel schedules/etc. for City led projects?

ANSWER 47: This will be primarily the creation of lighting layouts/panel schedules, etc. for City led projects. Could include adding lighting to a parking lot or trail as well as adding/modifying lighting in a City facility.

QUESTION 48: **A.** On page 6 of the RFQ, Section 3.5.1, bullet "*Utility Engineering, Analysis and Design*", can you further elaborate on the two sub-bullets, "*Water and Wastewater*"? Will this include coordination of projects for NBU? **B.** With respect to Page 6 of the subject RFQ, Section 3.5 Categories for Professional and Consulting Services, under subsection 3.5.1, can you describe the type of projects you envision for "*Utility Engineering, Analysis, and Design*"? Could these be related to New Braunfels Utilities assets or are they specific to other City of New Braunfels facilities?

ANSWER 48: Water and wastewater are both NBU owned assets. This scope could include analysis and design of water/wastewater systems on behalf of NBU in coordination with City projects.

QUESTION 49: What is your understanding of the difference between: The "Design" portion of "Bridge Planning, Design and Inspection" and "Structural Engineering Analysis and design". Which one would cover highway sign structures, retaining walls and drainage culverts/headwalls (which are in the bridge section of TxDOT)?

ANSWER 49: Bridge Planning, Design and Inspection. It can also be covered in Roadway Schematic Planning and Design.

QUESTION 50: Attachment A: Page 29 of 42 Under the Category titled: *Public Works (Roadway and Stormwater) Construction Inspection* Does this refer to SW3P-related inspections of water quality BMPs/compliance with TPDES?

ANSWER 50: Yes.

QUESTION 51: For the Categories of Service, can you please clarify how the project scope varies for the Construction Management & Inspection category from the Public Works (Roadway and Stormwater) Construction Inspection category?

ANSWER 51: The Construction Management & Inspection category could include project management staff augmentation, on-site representation and/or inspections, primarily on vertical (buildings, parks and related civil components) projects. This category would primarily serve Capital Programs.

The Public Works (Roadway and Stormwater) Inspection category deals primarily horizontal (roads, sidewalks, drainage/stormwater) project inspections. This category would primarily serve the Engineering Inspections team.

QUESTION 52: ATTACHMENT B Company Information Page 1, the last bullet under #1: the document says the Statute is attached related to the non-resident respondents. Please provide the Statute.

ANSWER 52: ATTACHMENT B COMPANY INFORMATION is being deleted in its entirety through this Addendum. You will indicate your State of Residence on page one (1), the statute requirement is not applicable to this RFQ.

QUESTION 53: ATTACHMENT C VENDOR CERTIFICATIONS, PAGE 33: Should this form be notarized?

ANSWER 53: No.