

**Description: Traffic Signal Pole/Mast Arm Upgrades
Addendum No. 1**

Project Name: Traffic Signal Pole/Mast Arm Upgrades	Project No.: RFQ#23-24-16
Prepared By: Wanda House	Date: September 27, 2023

General Questions, Clarifications & Requirements:

- 1) **Question:** Is there a distance limit/requirement from the location of the project to the providing Private Engineering Firm's office?
Answer: No.
- 2) **Question:** Section 3 requests a project schedule, as well as Section 6 – what section is the schedule preferred to be placed in?
Answer: Section 6.
- 3) **Question:** Can the firm's Proof of Insurance be included in the Appendix with the forms or is Section 3 the ideal location for this information?
Answer: Appendix is fine.
5. **Question:** In Section 5 of Prior Related Experience, is there an ideal number of projects to feature, and/or age of the project?
Answer: No set number.
- 6) **Question:** For the forms, if we have subs on the team to assist with the project, we need to complete Form 1, correct?
Answer: Yes.
- 7) **Question:** If we are not able to secure subs, then we need to complete Form 2, correct?
Answer: Yes.
- 8) **Question:** Per the form for the Request to Change MWBE Participation, it states that it needs to be submitted only if the recipient of the intent to award letter, continuing through project completion – so does that mean it DOES NOT need to be included in the submission of qualifications?
Answer: Correct.
- 9) **Question:** Does the same question above also apply to the Proof of Payment Certification for MWBE Contractors, Suppliers, and Service Providers?
Answer: Yes.

10) **Question:** In what section is the Statement of Diverse Business Policies and Procedures preferred – in Section 7?

Answer: Yes.

11) **Question:** Would Section 2, Quals of the firm not be the same as Section 5, Prior Related Experience?

Answer: In previous responses, section 2 is more of a resume of staff and section 5 is past project experience.

End of Addendum #1