



QUESTIONS & RESPONSES #03

RFP or RFQ / TITLE 071420 | On-Call Architectural 2021

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SUBMITTAL DUE DATE Oct. 22, 2020 @ 2:00 PM (PST)

Q&A ISSUE DATE Oct. 13, 2020

PROPOSER QUESTIONS	PORT RESPONSES	RFP/ RFQ Section
Do you want names and resumes for sub consultants as well as for members of the Prime (architectural team) as part of the SOQ?	Yes, the resumes of key individuals can be shown in the appendix. The name of the subs and key personnel are part of the SOQ.	
I would like to ask if it may be possible for us to receive additional information about recent on-call projects undertaken by the Port and those that it anticipates for the coming year.	The Port has a need for on-call architecture for a variety of projects that may be planned or unplanned at this time.	
We would also be interested in learning which consultants the Port has worked with on its past on-call projects.	2018 -INNOVA Architects, Osborn Architects Inc., PS (OAI PS) 2017-Helix Design Group, Tetra Tech	
Do we need to provide backup personnel for sub-consultants?	No	
Are the 1-inch margins required on all sides?	The cover letter and appendices are excluded from this requirement, but must be presented with a readable font.	
For the requirement to provide documentation that the prime consultant team is licensed with the State of Washington, can we submit a copy of our business license? If so, can it be included in the appendix so it doesn't count towards page count?	Yes, this is acceptable.	