



QUESTIONS & RESPONSES #02

RFP or RFQ / TITLE 071507 | On-Call Transportation Planning Analysis, Conceptual Design, ITS, and Communication Consulting Services

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SUBMITTAL DUE DATE March 16, 2021 @ 2:00 PM (PST)

Q&A ISSUE DATE March 5, 2021

PROPOSER QUESTIONS	PORT RESPONSES	RFP/ RFQ Section
Firm Experience and History: The first bullet under submittal requirements mentions "personnel." Are you looking for the number of personnel at the firm, or something different?	We are not looking for the number of staff, or firm experience over many years, with projects carried out by staff who is no longer with the firm. Please limit firm experience and history to the work that has been done by proposed team members for this project.	
Knowledge and Experience of Key Individuals: Given page limitations, can you confirm what the brief resumes should include? Part of the list appears to be the same as what is being asked for in the Firm Experience and History section.	SOQs must not exceed 12 numbered pages (8 1/2 by 11 inch) excluding the cover page, cover letter and requested appendices. Brief résumés for each of the key individuals and/or support staff who will provide the requested services. (Full, one-page résumés may also be attached to the Appendix.)	
Would the Port of Tacoma and the Northwest Seaport Alliance consider the alternative language to the Standard Terms and Conditions as proposed in the attached document?	Yes, see Addendum #1.	
Can you further clarify the submittal requirements for item 2. Knowledge and Experience of Key Individuals? Are client contact info, PM contact info, cost, and completion dates for each project to be included in the brief bios, the one-page resumes, both, or neither? Client (Owner) name, Project Manager or primary contact, physical address, phone number and email address o Name, address, and phone number of prime consultant's project manager o Brief description of the Work (including description of the services provided by the firm; (total cost of project; completion date; etc.)	Include all information on the 1-page resumes.	