

# Denver Water

## 2022 General Consulting (“On-Call”) Services RFP

### Questions and Answers

- Q: Section 3.3 Technical Discipline Section Detail states “at least five (5) relevant projects have been completed by the firm during the past five (5) years.” Can ongoing and substantially completed projects be included?**
- A: Yes.
- Q. Regarding Section 3.2 Proposal Resume Format, should resumes be broken out after each technical discipline, or included in one final resume section for all disciplines at the end?**
- A: In order to provide ease of reference for the reviewers of each technical discipline, Denver Water requests that resumes of key staff be included after each technical discipline in a bookmarked section.
- Q. Is the bookmarked “Resumes” section following each Technical Discipline Section limited to 2 pages?**
- A: No, each resume is limited to 2 pages.
- Q. Could you elaborate on what is meant by “Service Studies” in the Hydraulics Section?**
- A: “Service studies” include studies specific to certain Distributors or Pressure Zones, such as redundancy analyses, AMI considerations, pump station evaluations, etc.
- Q: Will Denver Water require PMP certification for survey-related Task Orders?**
- A: No, a PMP certification will not be required of surveyors working on a Task Order. However, if the scope of a Task Order requires extensive project management assigned to the consultant, a PMP or similar certification may be requested by Denver Water at the time of the Task Order.
- Q: The RFP states that there will be a maximum hourly rate of \$250 for work of a highly specialized nature unless approved by Denver Water. Does the \$250 limit apply to the hourly rates before or after applying the annual escalation rate?**
- A: The \$250 limit applies to the rate proposed for the first year of agreement, prior to any escalation.
- Q: Can Denver Water provide traffic control for mapping services, or does that service need to be included and added to the pricing?**
- A: Task Orders will specify if traffic control is a requirement, and yes, this is a task that is typically included by the consultant and included in the Task Order estimate. However, an hourly rate for traffic control does not need to be specified in Price Proposals.
- Q: Regarding RFP Section 21 (Construction Management Services), please confirm that the CM Services section is to be treated as a technical discipline area and to be covered with the requisite 3 pages like the other sections and included with a single proposal document covering all technical discipline areas (vs a separate proposal document dedicated to CM Services).**
- A: Yes, the CM Services section is to be a technical discipline area with a maximum page limit of 3 pages combined.
- Q: If we propose on more than one discipline area for Construction Management Services, is it allowable to have a cover letter longer than 2-pages that includes additional tables for each Construction Management Services discipline in the cover letter versus the Technical Discipline Area Section?**

A: Yes, if proposing on more than one Construction Management Services technical discipline, the cover letter may be longer than 2 pages. Please submit any tables demonstrating work experience as a summary of all technical discipline experience following the cover letter.

**Q: Is there to be a cover letter dedicated to the Construction Management Services Proposal?**

A: No, the Construction Management Services technical discipline can be referenced in the overall cover letter, but if CM services are proposed upon, the 2-page cover letter limit will be waived.

**Q: Will there be any bonus points in evaluation for WBE?**

A: No.

**Q: Previous submittals for the GCS required proposals to be tabbed at each section; is it correct that those pages will no longer be in the PDF file, and are replaced by bookmarks only?**

A: Yes, the previous tab pages can be replaced by a bookmark in the PDF. However, if a divider page is included between sections, it will not count towards the page limit.

**Q: Can a separate Organizational Chart be submitted for Construction Management Services?**

A: Yes.

**Q: Please clarify the page limit for the technical discipline sections; for example, if a firm wants to be considered for Drainage and Floodplain Services, Drafting Services, and Estimating Services, should each proposal include 3 pages for each of these areas?**

A: Yes, 3 pages are allowed for each technical discipline.

**Q: Would Denver Water like for us to include all three years assuming an escalation, or would DW be open to negotiation based on standard labor index, given the recent volatility in the job market.**

A: Denver Water requests that rates for all three years utilizing the formula included in the provided rate sheet, which represents a 3% escalation per year. Denver Water will not re-negotiate rates each year during the three-year agreement but may consider rate adjustments at the time of any optional contract extensions.

**Q: For firms proposing on General Engineering Disciplines categories 1-20, as well as Category 21 Construction Management Services, please confirm they can all be submitted together as one proposal.**

A: Yes, the Construction Management Services will be a technical discipline section, along with all other technical disciplines proposed on as part of a single proposal.

**Q: Are respondents required to submit on each item listed in a technical discipline area or would we be able to submit on a single item listed in a given area? As an example, Technical Discipline 6 for Drainage and Floodplain Services includes several sub-disciplines. Can a respondent submit on only one of those sub-disciplines, or would we be required to submit on each of the areas to be considered for that discipline area?**

A: Yes, you can submit on any of the discipline areas (and sub-disciplines) in which you have expertise and experience.

**Q: Who are the incumbent companies on the current On-Call List for Denver Water?**

A: The current GCS On-Call consultants can be found on a matrix found here: <https://www.denverwater.org/sites/default/files/2022-05/2018-2021%20On-Call%20Consultants%20Selected%20Firms%20Matrix.pdf>

**Questions and Answers**  
**Received During Pre-Proposal Meeting**  
**On April 29, 2022**

**Q: Does the 2-page limit on resumes apply to each resume, or to the resume section as a whole? The sentence that states this limit can be read either way.**

A: Yes, the 2-page limit on resumes applies to each individual's resume.

**Q. Does the resume-like information (optional) included in each technical discipline section count against the 3-page limit (i.e., “within the page limits as stated”).**

A: Does the resume-like information (optional) included in each technical discipline section count against the 3-page limit (i.e., “within the page limits as stated”).

**Q. Is the bookmarked “Resumes” section following each Technical Discipline Section limited to 2 pages?**

A: Yes, resume-like information should be a brief overview if included in the technical discipline section and will count against the 3-page limit. Resumes themselves are to be included in a separate bookmarked section following the technical discipline sections

**Q. In the Request for Proposal for General Consultant Services Section 2.14 Project Management Certification, it states that PMP certification is required of project managers and discipline leads for all technical design and construction management task orders. Does this requirement also extend to potential task orders in the Water Resource Strategy Consulting Services Discipline Areas or General Engineering Services Discipline Areas such Aerial Mapping, Business Consulting, Hazmat, Surveying or other projects involving assessments, investigations, or studies not design or construction in nature?**

A: No, it is only applicable for Technical Design/Construction Management Task Orders, or any Task Order Denver Water deems necessary a professional project management certification.

**Q: For the 5 bonus points given to PMP certified Discipline Leads/Project Managers: Does each specific discipline lead need to have a PMP certification, or will it qualify to have the Project Manager, who is overseeing our Discipline Leads, to have their PMP certification?**

A: For firms to receive the 5 points allocated for PMP Certification, all Project Managers who could potentially oversee a Task Order must have a PMP Certification.

**Q: If we are currently on the SPCL, do we need to do anything further?**

A: No, the current approved firms on the SPCL do not need to re-submit. The approved list is posted at: <https://www.denverwater.org/contractors/bid-and-contract-opportunities/capital-project-prequalification>

**Q: There are numerous disciplines under Construction Management. Does the 3-page limit still apply to cover all of them?**

A: Yes, please submit no more than 3 pages that combine the expertise in all the CM disciplines for which the firm wishes to be considered.

**Q: Can we expand on the cover letter to appropriately identify each Construction Management area?**

A: Yes, if proposing on more than one CM discipline area, the cover letter's 2-page limit will be waived, and specific tables may be added that demonstrate expertise for each discipline area.

**Q: Regarding the Table of Contents and the matching PDF, does the page limit include the Table of Contents pages?**

A: Regarding the Table of Contents and the matching PDF, does the page limit include the Table of Contents pages?

**Q: If we are submitting on geotechnical services related to open cut construction as well as tunneling services, where would we include the open cut experience?**

A: Demonstrate the open cut experience under the Geotechnical discipline and the tunneling experience under the Tunnel Geotechnical discipline.

**Q: We have Geotechnical and Tunnel Geotechnical experience; if those are distinct disciplines, do we have the ability to provide 3 pages on each?**

A: Yes, Geotechnical and Tunnel Geotechnical are separate technical disciplines, so you can submit up to 3 pages on each.

**Q: Under which category would Strategic Communication Services fall?**

A: Strategic Communications could be included in the Water Resources Strategy area under the Customer Planning discipline.