

**FAIRFIELD JOINT WATER AND SEWER SYSTEM**

**RESPONSES TO QUESTIONS REGARDING  
REQUEST FOR QUALIFICATIONS  
PROFESSIONAL ENGINEERING SERVICES  
FOR  
WASTEWATER TREATMENT PLANT AND SYSTEM DESIGN, BID  
AND CONSTRUCTION ADMINISTRATION**

Issued on: Friday, August 26, 2022

Deadline for Written Questions: Friday, October 14, 2022, at 10:00 a.m.

Original Due Date: Tuesday, November 1, 2022, at 10:00 a.m.

**Amended Due Date, Friday, November 4, 2022, at 10:00 a.m.**

## AMENDED DUE DATE

In order to provide Respondents with the opportunity to review the responses to the questions below, the Response Deadline for the RFQ has been extended to **10:00 a.m., on Friday, November 4, 2022.**

## QUESTIONS AND RESPONSES

FJWSS has received the following questions and has provided the response below each question in red. In cases where the same question was asked in substantially the same manner by multiple potential Respondents, FJWSS may have revised or generalized some of the questions and responses below.

*Regarding Section 2.2.4 of the RFQ, please confirm that “in-house” means this work needs to be performed by the bidding firm’s own staff instead of it being subcontracted to another firm and the work being performed under the supervision of the bidding firm’s staff. Is that correct?*

In order to be qualified, a firm must employ its own staff that are qualified to provide the listed financial and operations consulting services. Subcontracting these services from another firm does not satisfy this requirement.

*Can you provide further detail on the type of financial consulting that is needed?*

The financial consulting services that the Joint System may require include projections of operating and maintenance costs of the Joint System’s wastewater treatment plant and other infrastructure and the preparation of proposed budgets and advice concerning rate methodologies and projections of wholesale and retail service rates.

*Regarding Section 2.2.4.2 of the RFQ, it is common for specialized firms to conduct rate studies. Please confirm you are expecting this is to be performed by an engineering firm’s staff and not subcontracted out to a specialty firm but supervised by the bidding firm.*

In order to be qualified, a firm must have the capability and qualified staff to provide these services in-house, however, the Joint System will ultimately exercise its discretion to obtain these services from the selected firm or from another specialized firm.

*Regarding Section 3.1.3.1 of the RFQ does a responding firm qualify if its office is in Charlotte, seven miles (12 minutes) from the South Carolina border, the proposed project manager has a South Carolina PE license, and the firm otherwise meets the one-hour requirement. Does this meet the intent of the RFQ requirements?*

In order to be qualified, the primary members of the Project team must be based out of an office of the firm’s that is physically located in South Carolina. The office that a member of the Project

team is “based out of” or “based in” means the office at which the team member primarily works from or reports to.

*Section 3.1.2.3 of the RFQ states that “only experience of personnel in the firm’s local office will be considered.” Based on the breadth of scope (requiring multiple disciplines civil, structural, electrical, MEP, and survey services), it seems unlikely that all project team members would come from one local office. Will FJWSS allow project team members to participate in the project that aren’t located in the local office?*

While all services associated with the Project do not have to be provided by personnel located in the firm’s local office; e.g., surveying or certain engineering functions, the members of the Project team who a Respondent relies upon to demonstrate adequate experience in projects of this type must be located in the firm’s local office.

*Section 3.1.3.2 of the RFQ states that “primary team members must have minimum of ten years-experience in South Carolina and preference will be given for a Project Manager having at least 20 years-experience.” What are considered “primary” team members? Based on the scope, the project team will be sizeable and there could be team members with extensive experience but unable to participate based on the requirement in Section 3.1.3.2.*

The “primary team members” are those members of the Project team who a Respondent relies upon to demonstrate adequate experience in projects of this type and to demonstrate that the Project team possesses the qualifications listed under Section 3.1.3.

*Are the cover letter, table of contents, covers, and tabbed dividers omitted from the ten page maximum page count?*

Yes.

*The RFQ requests substantial informational content. May a responding firm submit portions of its Response such as resumes (firm and sub-consultants), schedule, organizational chart, and project experience in appendices that do not count towards the ten-page maximum page count?*

Yes. Please clearly identify the ten-page response to the solicitation.