

A D D E N D U M N O . 1

CITY OF PLEASANTON'S ON CALL SERVICES FOR LANDSCAPE ARCHITECTURAL SERVICES

This Addendum is hereby made a part of the Request for Qualifications (RFQ). It shall be the responsibility of the consultant to inform any affected subconsultant of the content of this Addendum.

Responses to requests for clarifications and questions

Question 1: Section VII.D indicates that SOQs are to be packaged and labeled in a certain manner. However, VII.A indicates that SOQs shall be submitted electronically. Can you confirm what's required for submission?

Response 1: Submittal of qualifications shall be made electronically prior to 2:00 p.m., local time, on April 30, 2025. Section VII.D of the RFQ shall be deleted. Submittals shall be made to:

pleasantoncityclerk@cityofpleasantonca.gov AND mgruber@cityofpleasantonca.gov

Question 2: For the insurance requirements, will the city accept umbrella insurance to cover the automobile insurance requirements if the company insurance coverage does not meet the city requirements?

Response 2: Yes, umbrella insurance can be used to cover shortages of the various insurance requirements if the umbrella insurance is equivalent to or more than the shortage of the total required amount.

Question 3: Should the fee schedule only be for current (2025) rates? And do we need to submit a schedule of fees for each of our subconsultants, and if so, will that be counted towards the page limit?

Response 3: The fee schedule should be for current rates and should define if an escalator will be applied to the rates at the calendar or fiscal year. A schedule of fees shall be provided for each key team member or sub-consultant; however, the city has existing civil, survey, and geotechnical on-call contracts that would likely be used if those services are required.

Question 4: Do qualifications for subconsultants, i.e., firm information, project experience, staff resumes, etc., need to be included in the SOQ?

Response 4: The SOQ should include key subconsultants, the firm name, the relevant staff members, and fee schedule.

Question 5: On page 5 under 6a, it is mentioned that a letter of commitment from subconsultants may be required. Are we required to provide letters of commitment from our subconsultants in this proposal? If so, will they count toward the 25-page limit? Can the letter be submitted once the shortlist is determined.

Response 5: A letter of commitment from subconsultants is not required with the submittal, but if provided, it will be counted towards the 25-page limit. A letter may be required from the firms that make the shortlist or that are interviewed.

Question 6: Are firms allowed to propose subconsultants on a task-order basis in the future, or must all potential subconsultants be listed in the SOQ at the time of submission?

Response 6: Firms will be able to propose on projects on a task-order basis with different subconsultants than listed in the SOQ, although the City strongly prefers that the same subconsultants be used as listed in the SOQ.

Question 7: Is there any more specific information on "potential projects" for the City, other than the types of projects listed in the RFQ? "Familiarity" is one of the items under "Project Understanding".

Response 7: The city does not currently have a list of programmed CIP projects as we would in typical years due to the new project ranking system that the city is incorporating into our work plan process. However, the focus of any landscape architecture projects will be on renovation and repair projects rather than new improvements.

Question 8: Are firms expected to address all portions of the scope, or can they focus on specific aspects? Does the City anticipate a particular focus of project type for upcoming task orders, or will the on-call work be spread evenly across various project types listed under the scope of work?

Response8: Firms can prepare their Submittal as they see fit to highlight the work they perform. See response 7 for more information.

Question 9: Will the City consider modifications to their Design Professional Services Agreement in order to bring the Standard of Care in line with CA Civil Code and therefore insurable?

Response 9: The contract agreement in the RFQ is the standard contract to be used for the on call landscape architecture services. If a firm is chosen for the on call services contract, the city may consider requests for changes to the standard agreement. If an agreement cannot be reached, then the city will go to the next highest rank firm.

Question 10: Will previous work with the City of Pleasanton carry additional weight in evaluation, or will experience with comparable municipalities (especially within the California Area) be considered equally competitive?

Response 10: See section X. for the evaluation criteria.

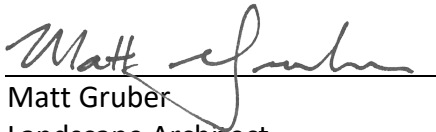
Question 11: Will in-person attendance at meetings and site visits be required for all task orders, or will remote coordination be acceptable when appropriate?

Response 11: Video conference meetings shall be used whenever sensible.

Question 12: Which firms currently have On-Call Landscape Architecture contracts?

Response 12: Current on call landscape architecture firms are Callander Associates, Gates and Associates, RRM Design Group, and PGA Design.

Acknowledgement and a signed copy of the Addendum shall be included in the submitted proposal.


Matt Gruber

Landscape Architect

Engineering Division, Public Works Department

ACKNOWLEDGED:

Company

Date: _____

By: _____

Title: _____

END OF ADDENDUM NO. 1