

From: [Carolyn Caro](#)
To: [Ashton Griffin](#)
Subject: RE: Questions for RFQ 22CCP01Q Engineering Services Pool
Date: Tuesday, May 2, 2023 10:34:00 AM
Attachments: [image001.png](#)

Good morning Ashton,

1. The county would like the response to include the complete team.
2. The required forms can be separate from the proposal.

Take care,

Carolyn M. Caro
Purchasing Agent
Caldwell County
631 S Colorado St
Lockhart, Texas 78644
carolyn.caro@co.caldwell.tx.us



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From: Ashton Griffin <agriffin@ksaeng.com>
Sent: Monday, May 1, 2023 11:53 AM
To: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Subject: Questions for RFQ 22CCP01Q Engineering Services Pool

Good Afternoon,

KSA has the following questions in regard to RFQ 22CCP01Q Engineering Services Pool.

1. Would the County like the response to include a complete team (firm and subconsultants) or in-house services only for all items in the scope?

2. Should the required forms be completed and included in the proposal's appendix or should these be separate and in the order of the checklist?

Thank you,

Ashton Griffin | Marketing Specialist

KSA | www.ksaeng.com

Main: 903-236-7700 | Fax: 903-236-7779

agriffin@ksaeng.com

From: [Carolyn Caro](#)
To: [Alayne Bryant](#)
Subject: RE: On Call Engineering Services
Date: Wednesday, April 26, 2023 10:43:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Good morning,

The county is looking for Prime firms that can provide some or all disciplines, but you can still submit for your discipline and the RFQ will be reviewed.

Take care,

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From: Alayne Bryant <abryant@LandTech-Inc.com>
Sent: Tuesday, April 25, 2023 10:41 AM
To: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Subject: Re: On Call Engineering Services

Thank you! I do have a question - if we only provide one of the services (Surveying and Mapping), can we submit for that discipline, or is the County looking for Prime firm teams that can provide all the disciplines?

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From: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Sent: Tuesday, April 25, 2023 10:26:35 AM
To: Alayne Bryant <abryant@LandTech-Inc.com>
Subject: RE: On Call Engineering Services

Good morning,

The updated RFQ has been posted to the county website. I have also attached it here for your convenience.

Take care,

Carolyn M. Caro
Purchasing Agent
Caldwell County
631 S Colorado St
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carolyn.caro@co.caldwell.tx.us



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From: Alayne Bryant <abryant@LandTech-Inc.com>
Sent: Monday, April 24, 2023 2:36 PM
To: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Subject: RE: On Call Engineering Services

Great, thank you!



Alayne Bryant, CPSM, LEED AP

2525 North Loop West, Suite 300
Houston, Texas 77008
T: 713-861-7068
F: 713-861-4131
M: 713-805-4505
www.landtech-inc.com
TBPELS Reg No. 10019100 Houston
TBPELS Reg. No. 10019101 El Paso



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From: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Sent: Monday, April 24, 2023 2:35 PM
To: Alayne Bryant <abryant@LandTech-Inc.com>
Subject: RE: On Call Engineering Services

Good afternoon Alayne,

The RFQ that was posted on the county website contained errors and was taken down. The corrected version will be posted tomorrow morning.

Take care,

Carolyn M. Caro
Purchasing Agent
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631 S Colorado St
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From: Alayne Bryant <abryant@LandTech-Inc.com>
Sent: Monday, April 24, 2023 2:34 PM
To: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Subject: On Call Engineering Services

Good afternoon – I missed this RFQ and wanted to check and see if it's past the submission deadline.

Thank you!
Alayne Bryant
Landtech, Inc.

Sent from [Mail](#) for Windows




5430 LBJ Freeway
Suite 1500
Dallas, TX 75240



 ramirez@Huitt-Zollars.com

 www.huitt-zollars.com

 214.871.3311

From: [Carolyn Caro](#)
To: ["Kristen Roberts"](#)
Cc: [Amy Doucet](#)
Subject: RE: Questions for RRFQ22CCP01Q/ Caldwell County Eng Pool
Date: Tuesday, May 2, 2023 11:06:00 AM
Attachments: [image002.png](#)

Good morning Kristen,

Yes, the original RFQ was removed due to errors and was reposted on Tuesday, April 25th.

- For the org chart – can you confirm that respondents would include 1 org chart for overall responsibilities?
 - Or a separate org chart for all service items on the category list on page 7? **One chart for overall responsibilities is acceptable.**
- What is the required DBE %? **The county requests that vendors follow the current Fair Share Objectives goals.**
- Can the DBE participation be self-performed if the respondent is DBE-certified? **Yes**
- For the DBE Commitment Form – is it permissible to leave items as N/A on the top chart if the respondent is self-performing the DBE goal? **Yes**
- For the services list on page 7 – are respondents meant to only provide quals for services they provide? **We are requesting that firms identify their prime qualifications and note if/when they subcontract.**
 - Or does a full team need to be presented to include all services?
 - Aka: civil firm that has most services in-house except geotech would need a geotech in order to submit
- For the vendor reference form – would this be an overall firm reference form? or 1 form per category? **An overall firm reference form will suffice.**
- Do respondents need to submit a flashdrive as well? **A flash drive is not required.**
- For the preferred order of SOQs – would the below be ok? **Yes.**
 1. 10-page max SOQ for all categories the respondent is applying for
 2. Appendix with staff resumes (section not counting towards the 10-page max)
 3. RFQ submittal checklist & all forms following in the order on form in addition to:
 - DBE certification
 - SAM print-out
 - Insurance Cert

Please let me know if you have any other questions.

Carolyn M. Caro
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From: Kristen Roberts <KRoberts@doucetengineers.com>
Sent: Tuesday, May 2, 2023 10:26 AM
To: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Cc: Amy Doucet <ADoucet@doucetengineers.com>
Subject: RE: Questions for RRFQ22CCP01Q/ Caldwell County Eng Pool
Importance: High

Good morning Ms. Caro,

I hope your day is going well!

We noticed that the RFQ was re-posted to the website – please see below for our revised questions:

- For the org chart – can you confirm that respondents would include 1 org chart for overall responsibilities?
 - Or a separate org chart for all service items on the category list on page 7?
- What is the required DBE %?
- Can the DBE participation be self-performed if the respondent is DBE-certified?

- For the DBE Commitment Form – is it permissible to leave items as N/A on the top chart if the respondent is self-performing the DBE goal?
- For the services list on page 7 – are respondents meant to only provide quals for services they provide?
 - Or does a full team need to be presented to include all services?
 - Aka: civil firm that has most services in-house except geotech would need a geotech in order to submit
- For the vendor reference form – would this be an overall firm reference form? or 1 form per category?
- Do respondents need to submit a flashdrive as well?
- For the preferred order of SOQs – would the below be ok?
 4. 10-page max SOQ for all categories the respondent is applying for
 5. Appendix with staff resumes (section not counting towards the 10-page max)
 6. RFQ submittal checklist & all forms following in the order on form in addition to:
 - DBE certification
 - SAM print-out
 - Insurance Cert

Thanks for your time!

Kristen

Kristen Roberts
Proposal Manager



DOUCET

O: 512.583.2615
C: 806.787.5724

From: Kristen Roberts

Sent: Wednesday, April 12, 2023 12:27 PM

To: carolyn.caro@co.caldwell.tx.us

Cc: Amy Doucet <ADoucet@doucetengineers.com>

Subject: Questions for RRFQ22CCP01Q/ Caldwell County Eng Pool

Good afternoon Ms. Caro,

Please see below for our firm's questions for RFQ # RFQ22CCP01Q:

- Can the DBE participation be self-performed if the respondent is DBE-certified?
 - If not – what is the required DBE %?
- Does the County want separate submittals per the categories on page 7 or can a respondent include 1 SOQ for multiple?
- For the services list on page 7 – are respondents meant to only provide quals for services they provide?
 - Or does a full team need to be presented to include all services? (so a civil firm that has most services in-house except geotech would need a geotech in order to submit)
- which page is the Attachment A: DBE Commitment Agreement form on?
 - (Apologies in-advance if we missed it –)
- For the org chart – can you confirm that respondents would include 1 org chart for overall responsibilities?
 - Or a separate org chart for each of the 20-category list on page 7?
 - (either is fine – just checking!)
- For the vendor reference form – would this be an overall reference form? or per category?
- Do respondents need to submit a flashdrive as well?
- For the preferred order of SOQs – would the below be ok?
 7. 10-page max SOQ (w/ TOC/etc not counting towards max)
 8. RFQ submittal checklist & all forms following in the order on form in addition to:
 - DBE cert
 - SAM print-out
 - Insurance Cert

Thanks for your time!

Kristen

Kristen Roberts
Proposal Manager



DOUCET

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C: 806.787.5724

Kroberts@doucetengineers.com

www.doucetengineers.com

TBPLS Firm No. 10105800

TBPE Firm No. F-3937

From: [Ward, Karen](#)
To: [Carolyn Caro](#)
Subject: RFQ22CCP01Q
Date: Monday, May 8, 2023 1:14:31 PM
Attachments: [image001.png](#)

Hi Carolyn –

We had a question regarding the DBE / HUB references. Both terms are utilized throughout the RFQ. Some firms are registered as HUBs and not DBE's or visa versa. Is it acceptable to have a subcontractor who is not registered as both a HUB and DBE firm?

Thank you,

Karen

Karen Ward, CPSM
Client Development Manager



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klward@terracon.com I Terracon.com

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From: [Carolyn Caro](#)
To: [Verkamp, Landon](#); [Gabi Saldana](#)
Cc: [Molloy, Emily](#)
Subject: RE: Question | RFQ 22CCP01Q Engineering Services Pool - Caldwell County
Date: Tuesday, May 9, 2023 12:05:00 PM
Attachments: [image001.png](#)
[image002.png](#)

Good afternoon,

Yes, this is the only document you need to submit.

Take care,

Carolyn M. Caro
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carolyn.caro@co.caldwell.tx.us



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From: Verkamp, Landon <LVerkamp@benesch.com>
Sent: Tuesday, May 9, 2023 11:12 AM
To: Gabi Saldana <Gabi.Saldana@co.caldwell.tx.us>
Cc: Molloy, Emily <EMolloy@benesch.com>; Carolyn Caro <carolyn.caro@co.caldwell.tx.us>
Subject: FW: Question | RFQ 22CCP01Q Engineering Services Pool - Caldwell County

Hi Gabi,

I see that Carolyn is out of the office. Forwarding my below RFQ question to you incase you are able to provide a response while Carolyn is out.

Thanks!

Landon Verkamp

Sr Marketing Coordinator

verkamp@benesch.com

direct: 402-479-2430 office: 402-479-2200



From: Verkamp, Landon

Sent: Tuesday, May 9, 2023 11:09 AM

To: carolyn.caro@co.caldwell.tx.us

Cc: Molloy, Emily <EMolloy@benesch.com>

Subject: Question | RFQ 22CCP01Q Engineering Services Pool - Caldwell County

Hi Carolyn,

I'm working on a response to the RFQ mentioned in the subject. One of the required items mentioned on the RFQ Submittal Checklist is "Senate Bill 252 Certification". Attached is the form included in the RFQ – is this the only document we need to submit in order to satisfy this certification requirement? Or is there another form we need to submit with our RFQ response in order to get that certification?

Thanks for any help you can provide.

From: [Carolyn Caro](#)
To: [Ramirez, Lori](#)
Subject: RE: Question for Caldwell County RFQ 22CCP01Q - Engineering Services Pool_
Date: Thursday, May 11, 2023 10:02:00 AM
Attachments: [image001.png](#)

Good morning Lori,

Yes, please list any professional certifications held by your firm. Also, please see answers below:

- Bid Item # [RFQ22CCP01Q](#)
- Item Description [Engineering Services](#)
- Unit of Measure [NA – more applicable for road materials bids](#)
- Unit Price Quantity [NA – more applicable for road materials bids](#)
- Total Per Item [NA – more applicable for road materials bids](#)

Please let me know if you have any other questions.

Take care,

Carolyn M. Caro
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From: Ramirez, Lori <lramirez@Huitt-Zollars.com>
Sent: Wednesday, May 10, 2023 4:40 PM
To: Carolyn Caro <carolyn.caro@co.caldwell.tx.us>

Subject: Question for Caldwell County RFQ 22CCP01Q - Engineering Services Pool_

Importance: High

Ms. Caro ~

The RFQ requests to provide professional certification, do we need to include our firm's professional certification # or certificate?

Also, on the (DBE) Program Commitment Agreement Form what information do we include for the items below:

- Bid Item #
- Item Description
- Unit of Measure
- Unit Price Quantity
- Total Per Item

Thank you. ~




5430 LBJ Freeway
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 jramirez@Huitt-Zollars.com

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 214.871.3311

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