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*Making Conservation
a California Way of Life.*

February 1, 2024
ADDENDUM NO. #1

REQUEST FOR QUALIFICATIONS (RFQ) NOTICE NUMBER 03A3722
On-Call Land Surveying, R/W Engineering and Sub-Surface Utility Locating Services for
District 1

The purpose of this Addendum is to provide a response to a question received and to clarify the Consultant Contract Manager experience requirements.

Question:

It has been noted that firms are being deemed non-responsive due to the Consultant Contract Managers not meeting the minimum five (5) years of Consultant Contract Manager experience for similar services requirement. How is Caltrans determining what meets the 5 years' experience?

Department Response:

Statement of Qualifications (SOQ) Submittal Instructions and General Contract Process Information, II. DEFINITIONS, item P has been added to clarify the minimum five (5) years of responsible experience performing the duties as a Consultant Contract Manager.

- P. The Consultant Contract Manager shall have minimum five (5) years of responsible experience performing the duties as a contract manager for **similar Land Surveying Services contracts**, minimum ten (10) years of documented demonstrated experience acceptable to Caltrans in the area of the A&E Services and be an employee of the Prime Consultant firm. The minimum five (5) years of Consultant Contract Manager experience shall be in serial with the total time not accounting for double counting for any overlapping contract management experience. This specific contract management experience shall be detailed in the resume (Section E). For each relevant project listed in the resumes, provide a brief project description however provide significant details of previous role that best demonstrates the person's capability and experience relevant to his/her proposed role in this contract and consistent with the RFQ.

Specifically for the five years of responsible experience performing the duties as a Consultant Contract Manager, the other Project Manager, Design Manager, Lead Designer, and other lead roll position experiences will not qualify for the Consultant

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Contract Manager experience as outlined in the RFQ for Personnel Requirements under Consultant Contract Manager.

See RFQ for additional description of the minimum of five (5) years of responsible experience performing the duties as a Consultant Contract Manager.

See RFQ for additional description of the minimum of ten (10) years of responsible experience performing the duties as a Consultant Contract Manager in the area of the A&E Services.

All other terms and conditions of the original RFQ Notice dated 02/01/2024 and any addenda are unchanged.

Please contact Lisa Pallesen at lisa.pallesen@dot.ca.gov for questions concerning this addendum.