



**ADDENDUM TO THE  
REQUEST FOR STATEMENT OF QUALIFICATIONS  
North Central Texas Council of Governments  
Regional Stormwater Monitoring**

**ADDENDUM NO. 2**

**DATE ISSUED: July 7, 2017**

**REQUEST FOR PROPOSALS NUMBER: NCT-2017-16  
ORIGINAL RFSQ SUBMISSION DATE: JULY 19, 2017 (no change)  
REVISED RFSQ SUBMISSION DATE: JULY 19, 2017 (no change)**

RFP NCT-2017-16, dated June 19, 2017, is hereby amended to incorporate in full text the following provisions:

The following questions were submitted by potential proposers and are answered below. Questions are indicated by the letter "Q" and answers indicated by the letter "A".

**Q1:** Is this being led as an engineering services contract?

**A1: No. This is a consultant designed services contract. The consultant does not have to be a licensed engineering firm.**

**Q2:** Has it been one firm in the previous terms?

**A2: Yes. Atkins, previously known in the contract as PBS&J.**

**Q3:** Do we have to be a licensed engineering firm?

**A3: No. See question 1.**

**Q4:** TCEQ had comments from the previous term, have they been addressed?

**A4: Yes.**

**Q5:** Is this a characterization program or a focus program?

**A5: Characterization.**

**Q6:** Is the TMDL program going to be linked to this monitoring program?

**A6: TCEQ is currently trying to draw relationships between TMDLs and monitoring.**

**Q7:** Are you and TCEQ asking for prioritization of sites?

**A7: Yes. TCEQ requested sampling site be located in priority drainage basins and to maintain fixed sampling stations to the extent practicable.**

**Q8:** How many of cities are doing the biomonitoring?

**A8:** Four. Garland, Plano, Dallas, Fort Worth.

**Q9:** What is the budget and timeline for the proposal?

**A9:** The Statement of Qualifications (SOQ) is due July 19<sup>th</sup>, 2017. To select the top candidates, firms should be ready to interview on 07/27 and 07/28.

Funding is not anticipated to exceed \$2,084,605.00. Please do not include a budget in the SOQ, as the proposal contract will be awarded based on merit.

**Q10:** Will the award be based on cost or technical abilities?

**A10:** The award will be based on technical aptitudes, past experience, and previous work. Not on cost.

**Q11:** BMPs, are we doing before and after sampling

**A11:** BMP assessment protocols will be left to the judgement of the consultant.

**Q12:** Is the NCTCOG going to analyze data?

**A12:** No, this should be done by the firm.

**Q13:** How will data be turned in?

**A13:** The data should be summarized by the firm for reports. Raw data, in electronic form, should also be submitted to NCTCOG for record keeping.

**Q14:** What is needed in terms of GIS data and maps?

**A14:** At minimum, two maps, watersheds of the cities within the study area, and a map of the sampling sites within the study area. Raw GIS data should be submitted to the NCTCOG for record keeping.

**Q15:** Is electronic reporting of data required?

**A15:** Yes. Data will be submitted electronically to NCTCOG, which will be provided to TCEQ.

**Q17:** Is the NCTCOG going to create most of the annual report?

**A17:** Yes. The NCTCOG will gather a data summary from the firm, which will be used by the COG create and submit the annual report to TCEQ.

**Q18:** Are any of the i-Plan (TMDL) subcommittees going to have input?

**A18:** No.

**Q19:** Do you want qualifications under the reference section?

**A19:** No. Past performance, experience, and qualifications is different criteria.

**Q20:** Tab C, requires to show key personnel and qualifications, under tab E, references, it is asked to include a list of past and present clients. Where do we include prior projects?

**A20:** They can go in either. Either tab C or E or both, whatever is appropriate.

**Q21:** Is there a set number of projects that can be listed as references?

**A21:** No. There is no set of minimum/maximum projects that can be listed as references.

**Q22:** Will the city of Fort Worth and Dallas be included in the Evaluation Panel?

**A22:** Yes.

**Q23:** Will they (City of Fort Worth and Dallas) submit their own information?

**A23:** Yes.

**Q24:** Will the consultant have input in the selection and coordination of sampling sites?

**A24:** Yes. See page 5 of the RFSQ.

**Q25:** As the consultant, we can make recommendations. Can they disregard these?

**A25:** Yes.

**Q26:** The final report previously included Dallas and Fort Worth, will that be the case again?

**A26:** Yes.

**Q27:** Are there page limits?

**A27:** No.

**Q28:** CVs can be lengthy, is there page limits?

**A28:** No. Use best judgement.

**Q29:** Is there going to be an assessment or status check of the equipment?

**A29:** Yes, existing field equipment will need to be evaluated by the firm.

**Q30:** Has there been or will be an equipment check by the NCTCOG?

**A30:** No.

**Q31:** Is there a conditional assessment of the equipment?

**A31:** No. Consultant must have ability to conduct sampling.

**Q32:** When and where will the questions be posted?

**A32:** The questions and answers will be posted on the NCTCOG website on July 7<sup>th</sup>.

Derica Peters  
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E.J. Harbin  
Purchasing Manager

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**Proposers: Please acknowledge and return a copy of this Addendum with your proposal.**

COMPANY NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**NOTE: Company name and signature must be the same as on the RFSQ documents.**