

## General:

This Addendum shall be considered part of the Request for Qualifications/Proposals dated April 23, 2019 for professional services related to the DeHart Dam Improvements Design. The items below were discussed at the pre-proposal meeting held on May 30, 2019.

1. The sign-in sheet from the pre-proposal meeting held on May 30, 2019 is attached.
2. Section 8.0. CRW's Exhibit 1: MBE/WBE/DBE Solicitation and Commitment Statement is attached. Letters of Intent (without cost information) should be submitted with the technical proposal while Exhibit 1 should be submitted with the cost proposal.
3. Section 9.0. When submitting electronic proposals, include separate PDF documents for technical and cost proposals, clearly labeled.
4. When submitting proposals, indicate your team's availability for an interview during the window of July 1-12. CRW will not hold interviews on July 4 or 5.
5. Reference letters will be required with each proposal package.

## Questions & Responses:

1. *Q: Can CRW elaborate on the request to include financing options?*  
CRW is sensitive to the impact such a major project will have on drinking water rates and wish to explore any opportunity to reduce overall ratepayer burden including grants, etc. Teams should include discussion of grants or financing options for professional services and construction that may apply to this type of project. CRW would like to hear the pros and cons of including all work in a single contract versus phasing the work over a longer period of time.
2. *Q: Will the Project Management portion of the proposal have its own page limits?*  
The Project Management page limit (3 pages, including a 1-page organizational chart) is in addition to other listed page limits.
3. *Q: Are there page limits for MBE/WBE/DBE submissions?*  
There are no page limits for MBE/WBE/DBE submissions, attachments, etc.

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# Exhibit 1

## MBE/WBE/DBE Solicitation and Commitment Statement

# Minority/Women/Disadvantaged Business Enterprise Plan - Exhibit 1

## MBE/WBE/DBE SOLICITATION AND COMMITMENT STATEMENT

OWNER / PRIME BIDDER'S FIRM NAME (1)	PROJECT NAME (2)	
ADDRESS	BID OPENING DATE	CONTRACT AWARD DATE
TELEPHONE NUMBER	CONTACT PERSON	

* (3)	(3)	(4)	(4)	(4)	(4)	(5)	(6)	* (7)
COMPANY NAME EIN/SSN TELEPHONE NUMBER	DATE OF SOLICITATION	MBE	WBE	DBE	CERTIFICATION PROGRAM AND NUMBER	TYPE OF WORK TO BE PERFORMED AND/OR MATERIAL TO BE SUPPLIED	TOTAL DOLLAR AMOUNT OF QUOTE RECEIVED	TOTAL COMMITMENT DOLLAR AMOUNT

\*(8) Note: List those certified minority and/or women owned businesses from whom you solicited quotes or who contacted you and gave you quotes in regard to this Invitation to Bid. Contact with MBE/WBE/DBE subcontractors should be at least equivalent to the notice given to other subcontractor proposers.

(9) PREPARED BY (please print)	TELEPHONE NUMBER	E-MAIL
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\* Use additional sheets if necessary

### **MBE/WBE/DBE SOLICITATION AND COMMITMENT STATEMENT**

#### **Instructions and Explanation of Columns**

Project owners and all prime bidders will complete this form to document all businesses solicited and all businesses that provided solicited or unsolicited quotes for project-related contracts.

- (1) Provide your (project owner's or prime bidder's) company name, address, telephone number.
- (2) Provide the project name, project number, bid opening date, contract award date, and a contact person's name.
- (3) For each business solicited and each quote/bid received, enter the firm name, Employer Identification Number (EIN) or Social Security Number (SSN) for a sole proprietorship, telephone number with area code, and email address. Only the company's name is a mandatory item. Add the date of the Solicitation.
- (4) Indicate whether or not the firm is a MBE, WBE business or other DBE business. Place a check mark in only one of the appropriate MBE, WBE or DBE columns, add the identity of the certifying entity and the MBE's/WBE's/DBE's certification number.
- (5) Indicate the type of work to be performed and/or material to be supplied.
- (6) Enter the total dollar amount of the quote received.
- (7) Enter the total dollar (\$) amount of the commitment which you have made to the MBE, WBE or other DBE business. If no amount is provided in this space, it will be presumed that your firm made no commitment to the MBE, WBE or other DBE business.
- (8) NOTE: You must include information on both solicited and unsolicited quotes. Failure to include a firm providing solicited or unsolicited quotes may result in the rejection of the bid or a determination that you are not a responsible contractor. Adequate time equivalent to that provided to other subcontractor proposers must be provided for MBE/WBE/DBE subcontractors and suppliers to respond to bids. You should include a description of any barriers or impediments encountered in the effort to assure MBE, WBE or other DBE participation.
- (9) For the proposals of MBE/WBE/DBE firms that are not selected, indicate in an attachment the majority Subcontractor or Subcontractors whom Bidder intends to use instead, and the reasons for the selection of the majority Subcontractors.
- (10) Indicate the name, telephone number and e-mail address of the person(s) who prepared the form.