



**RFP 14-5 Inquiries**  
**Program / Project Management and Project Control Services**  
**Inquiries Received through January 16, 2015**

**12/22/2014 - Shahin Shiralian**

Q: Is there an outreach (match making) event for this RFP?

A: No. The Authority is not hosting a pre-proposal meeting or similar event.

Q: Is there a list where potential subs can list their expertise for potential teaming?

A: No. A sub-consultant list is not maintained by the Authority.

**1/5/2015 - Lindsay Robinson, The Solis Group**

Q: Is there a plan holders list available for this RFP?

A: No. The RFP is for professional consulting services. As such, there are no plans hence no plan holders list.

**1/6/2015 - Lindsay Robinson, The Solis Group**

Q: As a small business seeking teaming opportunities with firms likely to pursue this contract as a Prime, I wish to obtain a list of firms that have downloaded or requested a copy of the RFP. Does such a list exist?

A: CCTA does not require firms to request a copy of the RFP. We simply post the final RFP to our website and send an e-mail notification to our contact list - individuals and companies that have requested notification of business opportunities through our existing and prior website. We will post the contact list on our website listing name, company and title. We cannot guarantee accuracy of the information on our contact list.

Q: If not, do you have any supportive resources that might offer inroads to teaming opportunities for small business seeking to participate on Agency procurements?

A: CCTA is not holding a pre-proposal conference or other events to assist in the teaming process for this RFP. In addition, CCTA does not maintain a list of interested prime or sub-consultants.

**1/15/2015 - Renee del Rio, Hatch Mott MacDonald**

Q: Can smaller font be used for graphics?

A: The PROPOSER may use smaller font sizes on graphics, however, the AUTHORITY assumes no responsibility for the quality of text or symbols that make graphics impossible or difficult to read.



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Q: In Section 4 of the RFP there is a statement (top of page 20) that says "The entire PROPOSAL should not exceed 35 pages excluding resumes and the optional Appendix related to the AUTHORITY's PCS." Is the excluded pages referring to number 7 on page 18? Please clarify.

A: Yes.

**1/16/2015 - Danielle Grant, Hatch Mott MacDonald**

Q: Item 11 of Section 4 of the RFP requires the physical housing of the consultant's staff at a location within 10 miles of the Authority's office. How is this requirement viewed with the local business preference (Item 10 of the same section). In other words will a company be considered local if it opens an office in Contra Costa County to house its staff?

A: See Section 3, Paragraph 7 on page 16 or Section 6, Paragraph 4 on page 24 to determine if a prime or sub-consultant meets the definition of "local" with respect to the local preference points. Under this definition, a firm must have an office located in Contra Costa County for at least 6 months prior to the release of the RFP.

Q: Regarding Rates: One of our subcontractors does not contract on the basis of base rates and Federal Acquisition Regulations (FAR) multipliers nor does it maintain an applicable accounting system. Please confirm that fully loaded hourly rates are acceptable (benchmarks of the firm's rates with other clients for similar services could be provided).

A: The AUTHORITY will consider fully loaded hourly rates for sub-consultants on a case-by-case basis during the contract negotiation phase for the top-rated PROPOSER or other PROPOSERS in the event the AUTHORITY is unable to reach agreement with the top-rated PROPOSER.