



Questions and Answers for Request for Qualifications for Consultant Services Related to the Regional Wastewater Treatment Consolidation Study

Question 1: At bottom of page 2, the RFQ states: “ The maximum seven-page Technical Response, excluding resumes of key personnel, must contain a discussion of the consultant’s understanding of the project and description of the proposed approach to achieving the objectives of the project.” Can we assume that the information pertinent to the seven-page limit for Technical Response applies ONLY to bullet #1 (on page 3) Understanding and approach to the proposed project, and not to any of the other 8 bulleted items listed here?

Answer: The 7-page limit applies to all bullets other than Bullet #5.

Question 2: At bottom of page 6, the RFQ states: “It is the policy of NVCOG to practice nondiscrimination on the basis of race, color, sex, or national origin in the award or performance of this contract. In accordance with State of Connecticut policy, it is the goal of the NVCOG to award 25 percent of contract totals to Small Business Enterprises (SBE), and 25 percent of that to Minority Business Enterprises (MBE). This figure does not represent a contract requirement.” Can a WBE/DBE subconsultant be utilized in place of the MBE?

Answer: Yes.

Question 3: Can you clarify the process in regard to the requirements for the approach required with submission of qualifications, and timeframe and detailed approach required for sealed bid submissions?

Answer: A conceptual project approach that demonstrates a general understanding of the tasks required will be part of the submission of qualifications. Since the fee proposal will not be binding on any the part of any party, it should be submitted at least one week prior to the interview, along with a detailed project approach. The detailed project approach should be submitted electronically at least one week prior to the interview. Proposers may wait until their interview to submit their sealed fee proposal.

Question 4: Are reference letters an acceptable way to present the requested references or is a table/list within the body of the response document preferred?

Answer: A table/list within the body of the response document is preferred.

Interview Overview Questions

Question 1: We are seeking some clarification on one of the bullets from the interview overview(s) One of the bullets says:

- Firms must present a good understanding of existing planning documents and other pertinent wastewater-related reports and studies.

Are the participating municipalities prepared to share all relevant reports and studies? How are consultants to know if all relevant documents have been obtained? Does the committee really want all of the short listed firms contacting the municipalities for this information?

Answer: Consultants may obtain such documentation from publicly available information, including data that is filed with the Connecticut Department of Energy and Environmental Protection.

Question 2: Are the second set of instructions meant to supplant the first set of instructions, or are they clarification to the first?

Answer: They are meant to supplant the first set of instructions.