

RFQQ RCO1705 – SRFB Review Panel

Addendum #1 – Questions and answers

1. Under the Identification of Costs section of my proposal, the RFQQ states that my quotation must list all hourly rates for anticipated services. Does this mean that I should estimate how many hours this work will entail?
No, just the hourly rate that you charge.
2. Should I estimate travel costs?
No need to estimate travel costs. We reimburse for travel at the Washington State per diem rate.
3. My firm usually charges reimbursement costs for travel and per diem plus 10% of actual costs. Would this be allowed under this contract?
No – only the actual per diem rate can be reimbursed.
4. Are you seeking more than one person?
There are currently eight Review Panel positions and they may submit proposals. We are seeking to fill all eight position. At least current Review Panel member is not considering submitting a proposal.
5. Would someone be expected to review all proposals?
No, the proposals are usually broken up geographically by salmon recovery lead entity or region.
6. Would being in Oregon be a concern?
No
7. Would RCO consider it a conflict of interest and disqualify a submittal that included staff that previously (2016-2017) provided Technical Support for Puget Sound Lead Entity Process?
No
8. Would review panel staff be conflicted from serving on the lead entity panel should PSP need future support?
We have had panel members on local technical citizen advisory groups who have served on the SRFB Review Panel. They should not participate in the review process of that lead entity or region. If on the Puget Sound Region tech group it would eliminate 15 lead entities from review possibilities.
9. Would review panel staff and their firms be conflicted from participating in projects they review as part of the scope of this contract?
If a firm is contracted after the review of a project is over and the project is funded by the board, then that is not an ethics board issue. This came up in the past, and the hiring was done via a bid, and is outside the panel process.

10. Will review panel staff and their firms have the option to excuse themselves from reviewing specific projects on which they were involved supporting the project sponsors or that they are targeting for feasibility and/or design?

Yes

11. Which consultants or consultant firms were involved in the last SRFB review panel?

Current review panel members are: Paul Schlenger – Confluence Environmental; Marnie Tyler – Ecolution LLC; Michelle Cramer – DFW; Jennifer O’Neal – Natural Systems Design; Kelly Jorgensen – Plas Newydd LLC; Steven Toth Consulting Hydro; Pat Powers – Waterfall Engineering, LLC; Tom Slocum – Conservation Project Workshop.

12. Would any of the previous consultants or consultant firms not be available to serve in the 2018 SRFB review panel, thus creating a potential opening for a new consultant?

There is one current panel member that will not be continuing, so yes there is an opening for a new consultant.

13. In the RFQ, it states “...should not currently be involved professionally or as a volunteer in any lead entity process or a project on a lead entity list.” It is my understanding various tech panel members and/or their firms have worked on various design and assessment contracts for SRFB funded projects in the past – can you provide further guidance on this re. eligibility? I am working on some SRFB funded projects currently, and will likely continue to be invited to bid and work on others in the future.

There are a couple options for conflict of interest here. 1. Do not review projects in the geographic areas where a panel member is involved in projects. RCO assists in assigning locations, so as long as RCO knows, this can be avoided. 2. Recuse yourself from evaluating projects that you or your firm are involved in, if you do end up working in a geographic area where there may be projects you are involved in.

14. Can we submit a single response proposal with multiple names and resumes? Or does each individual need to submit a separate proposal?

Each person should submit a separate resume and package.