

HDWD Phase 2/3 Owner Representative

RFP Questions

1. When does the District intend to move forward with the contract for OR services? Will the contract issuance be delayed until receipt of funding from the SRF? – **Depending on cost, the District is planning on moving forward estimated in early April after HDWD Board approval.**
2. Section 4.2.2.8 Property Acquisition / easement Assistance described the review of five (5) maps. Per the project report, there are 407 estimated easements for the Phase II & III project. Does the District intend for the OR to only price the review of five maps? – **The OR would be responsible for review of all easements.**
3. Who will ultimately be responsible for acquiring easements for the project? Will it be the PDB team or the Owner/OR team? – **The PDB will be responsible for all services pertaining to easements, maps, legals, plots, and OR/HDWD will work together to acquire.**
4. Section 4.2.2.12 requests the OR to provide CM and inspection services. These services will be difficult to price without a design. – **Expectation is to provide quality assurance of the quality control.**
5. Section 4.2.2.12.B.1.a.i Indicates to assume two (3) pre-construction meetings. How many meetings shall the OR team assume for this item? – **Assume 3 Meetings.**
6. Who is ultimately responsible for project permits required from regulating agencies such as Caltrans, CDFW, Riverside County Flood Control? Will this be the PDB team or the Owner/OR team? – **The PDB team will obtain the permits.**
7. Section 5.1.8.B indicates that the fee structure for the proposal shall be actual cost plus fixed fee with a not to exceed (NTE) amount. Typically, Owner's Representative contracts are based on hourly rates, billed on a time and materials basis with a NTE. Please confirm the District's preferred pricing method for the contract and the requested format of the fee estimate. – **The Fee estimate can be based on hourly rates with an estimated total, billed on a time and material basis with a NTE.**
8. Section 4.2.1.E.13 lists an assumption for the number of meetings. Should this number of meetings be considered the minimum number of meetings required or the total number of meetings associated with Project Management (PM) responsibilities (i.e., should only these meetings be included in NTE Fee Proposal for PM activities)? – **Assume these meetings listed are at a minimum.**
9. Section 4.2.2.11 discussed the possibility of multiple GMPs. Should OR team assume one GMP for NTE Fee Proposal or multiple GMPs? If multiple, how many GMPs should be assumed? – **The District will assume one GMP.**
10. Section 4.2.2.12 indicated that the CM shall provide a comprehensive materials testing and special inspection program. Often with PDB, the design-builder is responsible for materials testing and Owner/OR reviews testing reports to confirm compliance. Please confirm it is intended that full materials testing is the responsibility of the OR Team so we can include it in the NTE Fee Proposal appropriately. – **PDB Team is responsible for quality control and associated sewer inspections and the OR is responsible for quality assurance.**

11. Is the “Proposed Scope of Work, Resumes of Additional Proposed Personnel, Respondent Certificate of Insurance, and Proposal Forms and DBE Forms in Appendix A” outside the 50-page count and can they be included in the appendix? - **Yes**

12. Does the order of our response need to follow the proposal guideline of information listed on page 19 of the RFP or do you want the order of our submittal to follow the Pass/Fail check list on page 43 of the RFP? – **Please follow page 19.**

8.13. Can we include 11x17 pages where appropriate and be counted as one page? – **Yes.**