COUNTY OF SAN JOAQUIN
DEPARTMENT OF PUBLIC WORKS
ON-CALL CONSTRUCTION MANAGEMENT SUPPORT SERVICES
REQUEST FOR QUALIFICATIONS
SJCDPW-RFQ-26-03

QUESTIONS & ANSWERS
11/6/2026

Question #1

Do resumes, the reference list and any required forms count toward the 25-page limit, or may resumes be placed in an appendix?

Answer #1

According to Section 3.0 “The Statement of Qualifications (SOQ) submission may not exceed twenty-five (25) single-sided, standard-sized (8 ½” by 11") pages. The page limit does not apply to an optional, one-page table of contents, any folder, or cover. Each page must be numbered. Costs for preparing and submitting a response to this RFQ are entirely the responsibility of the CONSULTANT and shall not be charged to the County or recovered from the County in any way. The SOQ content to submit includes a cover letter, a conflict-of-interest disclosure, and a summary of qualifications and experience; it also includes reference projects, a description of experience in the immediate area, and a schedule of costs and fees as described below: Resumes are included as part of the 25-page limit.

Question #2

Could you please confirm whether there have been any addenda since the October 19 posting, and whether a prime consultant may propose identified subconsultants for inspection and other technical tasks, subject to the RFQ’s requirements?

Answer #2

Yes, an addendum has been issued to clarify this. And yes, a prime consultant may propose identified subconsultants for inspection and other technical tasks, subject to the RFQ’s requirement.

Question #3

What are the rate increases/escalation based off of in future years?

Answer #3

Pursuant to Exhibit B, Schedule of Costs and Fees, rates and costs are required to remain fixed for a minimum of one year. The RFQ does not establish a predetermined annual escalation percentage or index. Any subsequent adjustments to negotiated rates shall be subject to the terms of the executed agreement, applicable federal and state requirements, and County approval.

Question #4

Can we add personnel after contract execution?

Answer #4

Proposers shall identify key personnel as part of their qualifications submittal. Following selection and contract execution, selected consultants may propose additional personnel, subject to County review and approval.

Question #5

May a prime consultant perform overall project management, contract administration, document control, reporting, and coordination while identified subconsultants perform field inspection and other specialized technical assignments, provided all personnel and qualifications meet the RFQ?

Answer #5

The RFQ does not preclude the proposed approach. Nevertheless, proposers are reminded that the firm's overall capabilities constitute a core evaluation criterion as indicated in Attachment A. Furthermore, pursuant to Section 3.3, the prime consultant is required to delineate the services it proposes to perform with its internal personnel versus proposed subconsultants, detailing anticipated roles and approximate percentage of contribution for each.

Question #6 Does the County require any minimum percentage of the services to be self-performed by the prime consultant?

Answer #6

The RFQ imposes no mandatory minimum self-performance threshold.

Question #7

Is the stated preference for firms within 75 miles of Stockton a scored preference rather than a mandatory eligibility requirement?

Answer #7

Compliance with the 75-mile radius specified in Section 3.1(B) is not a mandatory eligibility prerequisite. However, as outlined in Section 3.1, operational efficiency and response control require avoiding excessive travel times and expenses—an objective more easily met by consultants who are capable of arriving on site with short notice and are based within a 75-mile radius of Stockton, California.

Question #8 For a prime/subconsultant team, should project references and resumes be submitted for both the prime and named subconsultants, and may the team’s collective project experience be evaluated?

Answer #8

Pursuant to Section 3.3, proposers must submit resumes for all key personnel—including proposed subconsultants—and indicate their approximate percentage of contribution. Additionally, proposers must clearly identify each firm's role and responsibilities on referenced projects. Evaluation of the firm's overall capabilities, key personnel, and reference projects, will be conducted in accordance with Attachment A.

Question #9 Is there an existing on-call CM list for these services? If so, who are the current consultants, and what was the approximate annual volume of assignments?

Answer #9 Yes, an active on-call list exists; however, current consultant information is not applicable to this RFQ. Please note that the annual volume of assignments fluctuates and is dependent upon agency need. As indicated in Section 1.0 of the RFQ, selection to the On-Call List does not guarantee any minimum number or dollar value of assignments.

Question #10

The RFQ refers to “fixed unit pricing,” while Exhibit A pays “hourly amounts” from the rate sheet. How will “fixed unit pricing” be applied and invoiced?

Answer #10

As indicated in the RFQ, fixed unit pricing and a not-to-exceed amount will be established for each specific assignment. Compensation will be based on the approved hourly rates established through the Schedule of Costs and Fees (Exhibit B), with invoicing based on actual hours worked. Refer to Exhibit B for more information.

Question #11 Are the sample rates (Fringe 25%, OH 35%, G&A 40%, Fee 8%) and sample classifications (environmental specialists, planners, biologist) illustrative only? May we replace them with CM classifications and adjust the formulas to match our indirect cost rate?

Answer #11 Selected consultants may identify personnel classifications appropriate for the construction management services described in the RFQ and provide

Question #12

The RFQ states a two-year list with one additional year at SJCDPW’s option, and also states two additional one-year options. What is the total maximum term?

Answer #12 The total maximum term is 3 years. That includes the two-year list with one additional year option. An Addendum will be issued to clarify this.

Question #13 With up to four firms each capped at $200,000 per fiscal year, how will assignments be distributed among the on-call firms?

Answer #13

Project assignments are determined by SJCDPW needs, such as required services, qualifications, availability, responsiveness, and schedule adherence.

Placement on the on-call list does not guarantee a minimum volume, dollar amount, or equal distribution of work.

Question #14

Please confirm what counts toward the 25-page limit (cover letter, resumes, references, insurance, indemnity, EEO, debarment and conflict-of-interest statements, subconsultant information).

Answer #14

Pursuant to Section 3.0 of the RFQ, the 25-page limit applies to the Statement of Qualifications.

Exclusions (do not count toward the 25-page limit):

- Front cover, any folder, and an optional one-page table of contents.

Inclusions (count toward the 25-page limit):

- All other required content.

Question #15

Section 2.1(N) references the County's established on-call material tester. Please confirm whether the CM firm is expected to propose material testing as a subconsultant or rely on the County's tester.

Answer #15

As indicated in Section 2.1(N) of the RFQ, the County already retains an on-call materials testing consultant. Accordingly, construction management consultants are not required to include a materials testing subconsultant in their submittal.

However, depending on project-specific requirements, the County may later direct a selected consultant to utilize a subconsultant or coordinate directly with the County's existing on-call materials testing provider. Any such requirements will be addressed on a per-project basis.