

SAN MATEO COUNTY
AIRPORTS DIVISION



REQUEST FOR STATEMENT OF INTEREST AND QUALIFICATIONS FOR
Airport Engineering, Planning, Environmental and Economic Development
Consulting Services for the San Carlos and Half Moon Bay Airports

RFQ NO. 2014-001

RFQ Questions and Answers are below:

Question	Answer
Will the County issue a plan-holders list for this solicitation?	No. This is a RFQ for Airport consulting firms.
Will there be a pre-bid meeting for this solicitation?	No.
Does the County collect information on firms that have downloaded and/or are pursuing the RFQ? It appears not based on my experience obtaining it from the site, but I wanted to confirm this.	No, we do not keep track of the firms that view or download the RFQ.
Is the County looking for complete teams that can provide all the services listed in Section II Scope of Work within the team or can specialized firms like TRA submit RFQs just for their area of expertise?	Consulting firms that respond to the RFQ can choose to submit for one or all of the services listed in the RFQ.
Is the intent to select one firm to provide all of the services (engineering, planning, environmental, and economic development), or four individual firms (one for each discipline)? If the intent is for one firm, the page limit is very brief, given the amount of information we need to include for each discipline.	It is up to the individual consulting firms to choose whether to submit one Statement of Interest and Qualifications for all of the disciplines listed in the RFQ, or submit a separate Statement of Interest and Qualifications for each discipline.

The RFQ is due at 4 pm on June 17 th , with interviews projected to be on the 19 th . Will this provide both the selection committee and the firms requested to be interviewed enough time to make a decision on the short list and also prepare for the interview? Typically, we are notified at least 3 days prior to any interview (at a minimum).	If the County elects to conduct interviews, they are tentatively scheduled for June 19-20, 2014. While the Airport does reserve the right to change the Tentative Schedule of Events listed in Section IV of the RFQ, consulting firms should be prepared to interview on those dates.
Can I get a copy of the RFP for the Airport Engineering, Planning, Environmental and Economic Development Consulting Services?	Following is a link to the RFQ on the County's website: http://publicworks.smcgov.org/request-qualifications-airport-consultants
We are interested in proposing on only the Environmental Planning portions of your RFQ. Would you accept such a submittal or should we seek an all encompassing team?	Consulting firms that respond to the RFQ can choose to submit for one or all of the services listed in the RFQ.
It's our understanding that you may select more than just one firm for the various services outlined in the RFQ. As a result, we can submit on just the Planning and Environmental services and we're not obligated to form a team and submit for all the services identified...is that correct?	Correct. You can submit for just planning and environmental services.
The RFQ requires that the Statement of Interest and Qualification be limited to a maximum of 35 pages. Does this page limitation include the front and back cover, dividers/tabs, and cover letter?	The 35 page limit does not include the cover letter, front and back cover, or page dividers.
Will any additional exhibits be considered as part of the 35 pages of material?	Yes, additional exhibits are included in the 35 page limit. The 35 page limit does not include the cover letter, front and back cover, or page dividers.