



QUESTIONS AND ANSWERS

Responses are below in **RED**

Section 1

Could you please provide the list of holidays? **Refer to Section 1.9.**

Is there any mandatory subcontracting requirement for this contract? If yes, Is there any specific goal for the subcontracting? **There are no mandatory subcontracting requirements, but proposed subcontractors must be listed on the subcontractor form. The University must be notified of any changes in subcontractors ahead of time. Refer to Section 1.12.**

Technical Proposal Packet vs. RFQ Section 2

Does the RFQ require a submission page limit of twenty five (25) or fifty (50) pages? **Where a discrepancy exists, the RFQ solicitation document overrides the Technical Proposal Packet. The limit is fifty (50) pages.**

Does the Information for Evaluation Subsections table criteria constitute “Questions” to be answered as referenced in the the Technical Proposal Packet and/or criteria for the Table of Contents of an RFQ Technical Proposal submission? **Yes. The table criteria represent “questions” to be answered and adequate delineations for Table of Contents sections.**

Does Section 2.4 Contents Requirements of the RFQ Solicitation Document constitute all submission documents required? **Yes. Submit the documents outlined in the RFQ Section 2.4 Contents Requirements to support or fulfill your responses.**

Section 2

Is this bid for Consulting or Design Services or both? **Both, but mainly consultation leading to project design.**

Is there any site design or civil design included with this bid? **Yes. UA Little Rock is interested in civil and landscape architects/engineers bidding for this contract and expect to have work for such.**

General Inquiries

Is this a new contract or are there any incumbents? If so, are the incumbents eligible to submit the proposal again? **We can confirm this is a new contract and that any incumbents and new potential suppliers are welcome to respond.**

How many positions will be required per year or throughout the contract term? **This bid is for on-call engineering services. Services are to be provided on an as-needed basis.**

If the proposed candidates are not available at the time of award, will the agency allow us to provide replacement personnel with similar or more skill sets? **If none of the proposed candidates are available at the time of an on-call service need, the supplier must provide to the contract administrator the resumes of replacement personnel for pre-approval. Written approval for replacement personnel must be given before any services are rendered.**

Can we provide hourly rate ranges for the given positions? **This bid is a Request for Qualifications. Pricing is negotiated after the apparent winning supplier is selected. Interested bidders must submit a Technical Response Packet and no pricing should be included.**

Is it entirely on-site work or can it be done remotely to some extent / Does the services need to be delivered on-site or is there a possibility for remote operations and performance? **Any on-call engineer should be available to meet in person on campus with Facilities Management staff, end users, and our administration as necessary for the scope**

of work. Additionally, representatives of the firm should be available to make on-site observations of our existing systems and buildings as required for the project. Each project's scope of work is unique, so the number of meetings and site visits would be determined by project and would be included in the project proposal.

Are resumes required at the time of proposal submission? If yes, Do we need to submit the actual resumes for proposed candidates or can we submit the sample resumes? Provide the redacted resumes of individuals anticipated to provide service at the time of submission.

Are there any mandated Paid Time Off, Vacation, etc.? This is not applicable to on-call engineering services. We are not hiring full-time employees for these services.