



Request for Information

February 28, 2019

**Project: Professional Services for Public Water System Laboratory
Qualification Specifications**

Answers to Questions Received Regarding the Request for Proposal

1. Total proposal page count must be 35 pages or less – Please confirm this excludes attachments such as Certifications, Resumes, Fee proposal, etc.
Yes that is correct.
2. For subcontracting, please confirm that subcontracting as defined as sending samples outside of the firm’s lab network, correct? For example, we are not certified for 1623 but our South Bend location is and that would not constitute subcontracting
Yes, that is correct.
3. Will the City consider changes or additions to any of the PSA clauses, such as changes to indemnification?
No, we would not.
4. Do you have a form or list of tests to provide pricing for to allow for a standard review of fees received from each proposer and shall proposers submit pricing as a separate sealed document?
Each firm should provide their pricing based on the information provided in the RFP.
5. Are there any other forms required to be signed and returned with our proposal text?
Please refer to the RFP for any and all needed forms.
6. Provide a detailed Scope of Services indicating the frequency of courier pick-ups, locations, sampling schedules, numbers of samples, tests & methods required, etc.?
The City has provided an overview of the services required, in the RFP. This information should be sufficient in preparing your scope and cost.
7. Provide an excel spreadsheet or table with tests methods, frequencies and annual quantities?
The City has provided an overview of the services required, in the RFP. This information should be sufficient in preparing your scope and cost.
8. Name of current contract laboratory and rates?
The City has provided an overview of the services required, in the RFP. This information should be sufficient in preparing your scope and cost.

Indicate the receipt of Request for Information by including in Contractor's Proposal.
FAILURE TO DO SO WILL RENDER YOUR BID NON-RESPONSIVE

Approved by:



Yazdan Emrani, P.E.
Director of Public Works/City Engineer

2/28/19

Date