



WILLIAMSON COUNTY  
PURCHASING DEPARTMENT  
901 SOUTH AUSTIN AVE  
GEORGETOWN, TEXAS 78626

<http://www.wilco-online.org/ebids/>

**PROFESSIONAL ARCHITECTURAL/ENGINEERING  
DESIGN SERVICES FOR THE  
WILLIAMSON COUNTY GEORGETOWN ANNEX  
15RFQ101**

**QUESTIONS AND ANSWERS**

1. I would like to ask what the Projected Construction Costs or Budgets for 3 Williamson County RFQ's are, specifically:

- Georgetown Annex, RFQ #15RFQ101

**Response: Approximate construction cost: \$11 million**

2. On page 6, item 3, regarding breakdown of staff, is this question only for the prime firm?

**Response: The prime firm must provide this information. The subcontractors may provide this information.**

3. You ask for original and 6 hard copies each with a PDF file of the SOQ on USB flash drive. To clarify, are you asking that we submit seven (7) flash drives with our proposal?

**Response: Seven hard bound documents and seven flash drives are to be submitted.**

4. Do you consider a 3-ring binder as recyclable? Is it acceptable to use plastic comb binding?

**Response: Either is acceptable.**

5. Under "Evaluation Criteria" (of all 3 RFQ's) it is stated "All respondents submitting qualifications shall be evaluated on the following five points (A-E)" and "A." states "Architect's Experience/Qualifications (30 points)"; and also under "E. Architectural Reference Check (40 points)" is stated "The architect shall provide..."

Please explain what is meant by "Architect's" in the first instance – does this mean the entire Prime Firm providing a Statement of Qualifications, or a particular individual Architect? Also please explain what is meant by "architect" in the second instance – again does this term "architect" mean the entire Prime A/E firm providing a Statement of Qualifications (the offices included in the proposal for the last two years), or a particular individual Architect? If an individual Architect (in both instances) which one (a Project Architect? a Partner-in-Charge? a Project Manager?) from the Prime Firm?

Response: In the first instance, Criteria A, the word Architect means the firm and its staff. The RFQ states "Please note that the County shall weigh the experience of the individuals proposed to work on this project significantly greater than the experience of the firm as a whole." The County by making this statement is acknowledging there is some merit to the firm having historically relevant experience but there is significantly greater merit to the individuals proposed having relevant experience. In the second instance, Criteria E, the word means Architect means the firm's offices where the staff proposed is located. For example, if a firm has offices in Dallas and Austin but only Austin office employees are proposed, then only submit the total list of projects for the last 2 years for the Austin office. If staff is being proposed from Dallas and Austin offices then the project list should include all projects from both offices for a two year period.

6. Concerning the "requested list of architectural projects" under "E. Architectural Reference Check (10 points)" – IF the entire Prime Firm providing the SOQ is meant by the term "architect", do you/Williamson County really want ALL projects (in construction or completed) by that Prime Firm in the last 2 years, including project descriptions and client contacts? This could mean pages and pages of project listings; should this not be limited somehow (if for no other reason to restrict the amount of pages/information that Review/Selection Committees have to read/review)? Perhaps including just projects the Individual Primer Firm members/architects proposed in the SOQ have been involved on in the last 2 years?

Response: Yes, all projects from the firm's office for the last 2 years with notations of which members of the proposed staff worked on each project.

7. You say 15 page limit not including resumes or requested list of architectural projects. Is the list of architectural projects you are referring to the same as the E. Architectural Reference Check mentioned below?

Response: Yes, the list of architectural projects referred to is the list required in criteria E.

8. I was assuming the reference check was just to list our recent client references so you could call them, but our relevant project experience would be profiled under A. Architect's Experience/Qualifications. I was thinking that there might be some relevant projects that would have happened in the last 2 years and be listed in this Architectural Reference Check, but there might be some other projects that occurred longer than 2 years ago that would be profiled under A. Experience/Qualifications, and therefore subject to the page limitation. Are these assumptions correct?

Response: You may include whatever you wish to respond to Criteria A. The response to criteria A falls within the page limit. You are required to list all projects the firm as worked on in the last 2 years to respond to criteria E. The response to Criteria E is not considered in the page limit.