



City of Tacoma

Questions and Answers

City of Tacoma Stormwater Comprehensive Plan RFB Specification No. ES23-0192F

All interested parties had the opportunity to submit questions in writing by email to Dawn DeJarlais, Senior Buyer by September 15, 2023. The answers to the questions received are provided below and posted to the City's website at www.TacomaPurchasing.org. Navigate to [Current Contracting Opportunities / Services Solicitations](#), and then click *Questions and Answers* for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

Question 1: Part 8 – SOQ Submittal and General Guidelines indicates that the SOW should be “limited to no more than 16 double-sided pages...”. Part 8 – Content to be Submitted then indicates that “Submittals should be limited to a maximum of 10 pages, double-sided, or 20 pages total, excluding required forms and resumes.” Please clarify the page-limit requirement for this proposal.

Answer 1: Limited to no more than 16 double-sided pages including required forms and resumes.

Question 2: What is the page limit for the proposal? Do resumes count towards the page count? The RFP currently states two different limits.

8. SOQ SUBMITTAL AND GENERAL GUIDELINES

The SOQ should be submitted in PDF format. The City recommends that the Proposer's SOQ submittals be limited to no more than 16 double-sided pages (not including City of Tacoma required forms).

9. CONTENT TO BE SUBMITTED – This section represents 100% of the possible scoring criteria.

Proposals should be formatted as 8 ½" x 11". A “page” is defined as one single-side of a document that has written text or graphics. The font should be Times New Roman or Arial with font size no smaller than 11 and the margins shall be 0.75" or greater. Submittals should be limited to a maximum of 10 pages, double-sided, or 20 pages total, excluding any required forms or resumes. All pages that exceed the specified page limit will not be part of the evaluation.

Page 4 of the RFP refers to Statement of Qualifications Section 8 and mentions unit pricing. Do we need to submit Section 8?

Answer 2: Limited to no more than 16 double-sided pages including required forms and resumes.