

Which firms will be invited to participate/submit on upcoming RFQs?

Effective September 1, 2009, all prequalified firms with a score of 65 or more will be invited to participate/submit on upcoming RFQs, according to discipline.

Which projects require a presentation/interview?

Based upon complexity and size of each individual project, the City Engineer will decide which projects require a presentation/interview.

If an On Call Agreement is assigned to multiple firms, how will the work be distributed?

The work will be assigned based upon on the firms' workload, experience, qualifications and capacity of the contract. For further details please review the policy - Section B - III.

What does "On Call Value" mean?

The value of the On Call contracts will vary from \$200,000 - \$400,000 based on the expected workload for the term of the contract. The number of On Call contracts will also be determined based on the terms of the contracts.

What makes up the "Total Prequalification" score?

The "Total Prequalification" score includes the following:

- a) 35 point piece - Prequalification application
- b) Past Performance Reviews

Further details are provided in the Prequalification section of the policy.

How does a firm inquire about their own "Prequalified Score"?

Once a firm has been Prequalified they will be notified of their "Prequalification Score"

When submitting the Prequalification package is there a limit to the amount of references that can be listed?

There is no limit on the amount of references that can be submitted in a Prequalification package. However, all firms need to meet a 10 page maximum limit in order for your package to be processed.

Why are there 2 categories under Civil and Architecture (under and over 2.5 million)?

Not all firms have the resources available to meet the scheduled requirements of the larger projects in a timely manner.

How often does a firm need to be prequalified?

All firms need to be prequalified on an annual basis. In order to avoid any lapse, the City will notify each firm 60 days prior to their anniversary date.

How will the City select On Call contracts?

The City will select the On Call contracts under the same guidelines as any other project, as detailed in the policy.

Will sub-consultants be rated on projects and do they have to be prequalified?

No. Only firms that submit as the Prime will need to be prequalified

If our firm is already prequalified do we have to resubmit?

Yes.