

Comprehensive Safety Action Plan for Allegheny County, Pennsylvania RFP

SPC's Response to Questions

On Wednesday, June 5, 2024, SPC released a Request for Proposals (RFP) for development of a *Comprehensive Safety Action Plan for Allegheny County, Pennsylvania*. Interested firms were given the opportunity to submit written questions to SPC concerning the RFP. The deadline for submitting questions was 2:00 PM EST on Friday, June 21, 2024.

The RFP stated that SPC would provide written answers, including any amendments to the RFP, if necessary, no later than the close of business on Wednesday, June 26, 2024. The questions and SPC's answers would be posted on the SPC website (<https://www.spcregion.org/about/rfps-and-rfqs/>) and e-mailed to each firm that had requested a copy of the RFP.

The 5 questions that SPC received, and SPC's answers, are presented in the report below. No amendments to the RFP were necessary.

On Wednesday, June 26, 2024, this report was posted on the SPC website and e-mailed to those who requested a copy of the RFP.

Q1: SF330 Form is listed in the Technical Proposal outline twice. Should it be included under Qualifications and Experience Record (on page 10) or under Required Form Attachments (on page 11)?

A1: The SF330 Form should be included under the Required Form Attachments section of the Statement of Qualifications (SOQ). It is mentioned under the Qualifications and Experience Record section of the RFP since the information that will be contained in the SF330 Form will go hand-in-hand with the details that are provided by the firm/team in the Qualifications and Experience Record section of the SOQ.

Q2: Should the project schedule be included after the Statement of Approach or after the Key Staff section?

A2: The Project Schedule section should be included after the Key Staff section of the Statement of Qualifications (SOQ).

Q3: Should proposers include project descriptions in the Qualifications and Experience Record as well as part of the SF 330 section?

A3: While experience with similar projects/contracts should be highlighted in the Qualifications and Experience Record section of the Statement of Qualifications (SOQ), the SF330 would typically be used to include more detailed project descriptions. Ultimately, however, it is up to the proposing firm/team to determine the level of detail provided regarding other similar projects to adequately demonstrate their qualifications and experience.

Q4: Should proposers include resumes in the Key Staff section as well as part of the SF 330?

A4: The Key Staff section of the Statement of Qualifications (SOQ) typically includes a brief summary of resume highlights for each key staff member, while the detailed resumes are included with the SF330 Form.

Q5: Can you please confirm that the required level of commercial general liability insurance is \$10M General Aggregate? If so, will SPC consider lowering the qualified threshold for this more planning-oriented opportunity?

A5: The \$10,000,000 General Aggregate can be lowered as part of contract negotiations. SPC would be amenable to lowering it to \$2,000,000 General Aggregate for this contract.

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