

The following questions have been presented to the City of Biloxi regarding the Program Management Request for Qualifications, either in writing or at the Pre-Proposal meeting held May 8, 2008 at Biloxi City Hall.

1. Does the 20-page SOQ limit include all of the Project Experience of the respondent, or can additional Project Experience be included in an appendix?
 - a. *The SOQ should include a tab for Related Experience and References, which will constitute the basis of the grading. Detailed project information as described in the RFQ may be included in an appendix that will not count against the 20-page limit.*

2. Is the Program Manager required to provide construction-testing services or will the Program Manager coordinate and schedule testing by a third party under contract to the City? Will the City select the testing laboratory to perform field-testing?
 - a. *The Program Manager shall select an independent, qualified testing laboratory to perform required tests. This testing will include, but is not limited to continuous inspection of all underground construction work, geotechnical tests, concrete tests and asphalt pavement tests. The Program Manager will not be required to provide design related testing, such as preliminary geotechnical testing. Please delete the following sentence from Scope of Services Item 4: "The Program Manager will be responsible for coordinating and making available geotechnical test to Design Consultants as needed."*

3. Is the Program Manager required to provide right-of-way acquisition services, or will the Program Manager coordinate and manage these services by a third party under contract to the City?
 - a. *The Program Manager will coordinate these services between the right-of-way personnel, City officials and design engineers. Right-of-way personnel will be under contract with the City. Please change "provide" to "coordinate" in Scope of Services Item 7, first sentence.*

4. Is the Program Manager required to provide resident project representative (RPR) services, or will the Program Manager coordinate and manage these services by a third party under contract to the City?
 - a. *The Program Manager will be required to provide RPR services for all construction contracts included as part of the overall Project. RPR services are considered special services, and will not count against the fees designated for Program Management.*

5. Is the Program Manager required to provide survey and geotechnical services, or will the Program Manager coordinate and manage these services by a third party under contract to the City?
 - a. *The Design Engineer for each project will coordinate surveys and geotechnical testing required for design. The Program Manager will*

establish minimum guidelines for these activities to ensure that services are consistent throughout the Program.

6. The RFQ states “After receipt of 30% design submittals, the Program Manager will provide for a 40-hour value engineering session to be staffed by independent designers for the review of the scope of work and the details of the design to accomplish the scope of work.” Who are considered as independent designers, employees of the Program Manager or employees of a third party company?
 - a. *Independent designers may be members of the Program Manager’s firm, or a third party firm not participating in design services associated with this Program. Any party that performs design reviews or value engineering reviews will not be permitted to act as Design Engineer on any individual project associated with this Program.*

7. Will the City give consideration to firms that include minority or disadvantaged business enterprise participation?
 - a. *The City does not currently have any minimum minority or disadvantaged business enterprise participation requirements.*

8. What will be the form of the contract value (lump sum, % of construction, cost plus fixed fee)?
 - a. *The contract will be subject to the FEMA Public Assistance Guideline and approved FEMA Project Worksheets. FEMA Project Worksheets calculate program management fees based on a % of construction.*

9. Will the contract be based on the City’s standard terms and conditions, or the consultant’s contract form? Can the City provide a copy of its standard terms and conditions?
 - a. *The contract will be based on the City’s standard terms and conditions, which are modeled on the NSPE’s Engineer’s Joint Contract Documents Committee (EJCDC).*

10. Is it possible to change the due date for the proposals from May 15th to May 22nd?
 - a. *No, it is the City’s wish to begin design of these projects as soon as possible.*

11. If a design firm is included in the selected Program Manager’s proposal as a prime or sub-consultant, does that exclude the design firm from being selected as a design engineer on individual projects?
 - a. *Yes. Design engineers must be completely independent of the Program Manager. Construction contractors must also be completely independent of the Program Manager.*

12. Please change the number of Statements of Qualifications required for submittal from 6 to 12.

13. Does the selection process for hiring this Program Manager need approval by FEMA?
- a. *No. The selection committee will use the point system outlined in the RFQ to select the Program Manager.*
14. Have all areas that need to be paved been evaluated? Have street repair areas been finalized?
- a. *No geotechnical testing has been performed. Exact pavement repairs associated with repair to the water distribution, sewer collection and storm drainage systems will be determined during final design.*
15. Are there any additional damages to roads that may need to be identified?
- a. *A complete evaluation of all damages has been performed. The overall scope is completed with each project worksheet.*
16. Will the Program Manager's geotechnical team perform the geotechnical investigations and testing?
- a. *The Program Manager will be tasked with preparing minimum standards for testing and other special services to ensure continuity across various projects. Testing associated with the design phase of a project will be coordinated by the Design Engineer, while testing associated with the construction phase of a project will be coordinated by the Program Manager. The Design Engineer and Program Manager will consult with the City to choose the firm for each phase of the project. Geotechnical firms and/or testing labs will contract directly with the City and may participate in both design and construction phases. SOQs are not required to show firms that may provide special services. The Program Manager's firm may not participate in design services.*
17. Does the scope of work under the Program Manager require that he/she be a Professional Engineer?
- a. *A Professional Engineer registered in Mississippi must perform any aspect of the Program Manager's scope of work that requires the oversight of design services.*
18. Are there any federal regulations governing the construction contracts?
- a. *Construction contracts will be required to follow the requirements of the State of Mississippi and the City of Biloxi, including any federal regulations adopted by the State or City. The Davis-Bacon Act will not be a part of construction contracts.*
19. Why does the RFQ ask that no company information be included in resumes?
- a. *It is the City's intent to limit the resume section to the key information, and that company information included in other sections of the SOQ not be repeated in each resume. Please provide name, title, years experience, and relevant projects in each resume. It is recommended that only*

resumes for those persons in each firm that are likely to be assigned to this project be included.

20. Will design fees be based on the overall project areas or individual projects?
 - a. *This is not applicable for the purposes of Program Management.*

21. Are the Program Manager fees based on a percentage of each PW, or is there a separate PW for Program Management?
 - a. *Currently, there is not a separate PW for Program Management, and the fees are based on individual PWs. The Program Manager's fees will cover those items as detailed in the FEMA Public Assistance Guideline. Additional services such as testing or surveying will not be included in the Program Manager's fees.*

22. In addition to FEMA approval, are plans subject to review by state agencies such as MDEQ and Mississippi Department of Health?
 - a. *FEMA & MEMA will review plans only to verify that they are within the approved scope of the obligated PW. Construction plans for individual projects will be subject to review by local and state agencies typical of any other construction project within the City of Biloxi.*

23. Are there any historical preservation issues identified with the proposed projects?
 - a. *Currently, the City is unaware of any historical preservation issues.*

24. Can 11" x 17" sheets be utilized within the 20 page Statement of Qualifications?
 - a. *Yes. 11" x 17" sheets may be used, and will count as one sheet.*

25. Is it possible to get a draft copy of the contract that will be utilized for the PM Services?
 - a. *No.*