

ATTACHMENT 9

FORM FOR SUBMISSION OF QUESTIONS

Q #	Questions	RFP Reference (Document & Page-Section-Item)	Answers
1	1. Regarding Standard Form 330, Attachment 7, “completed for each individual listed in the Key Personnel/Team section of the SOQ” — because this notes "each individual," please clarify if you are looking for only Part E-Resumes, or the entire SF300, Parts A-I?	RFP Page 3, Section 4.4.2.1 Written Proposal, Item 4.4.2.1.5 Standard Form 330, Attachment	The entire SF300, Parts A-I should be completed as part of the proposer's Written Proposal. The statement in 4.4.2.1.5 was included to clarify that in order to be considered responsive, each individual listed in the Key Personnel/Team section of the SOQ must also be included in the SF300 documents, Parts E and G.
2	2. RFP page 4, paragraph 4.4.3.5.2 - requires the identification of the person managing the commissioning services for the Project. This requirement is under the “Key Personnel/Team” which are to be clearly identified in our proposal. Attachment 3, “Consultant Personnel Billing Rates” does not identify this “Key Personnel” providing the commissioning service, and the form specifically states “Do not change or edit this form”. Are Billing Rates required for this key person? If so, are we to edit the form of will JCC be issuing a revised Attachment 3 for our use?	RFP page 4, paragraph 4.4.3.5.2 and Attachment 3, “Consultant Personnel Billing Rates”	Billing rates are not required for the individual proposed to manage the commissioning services; however, the individual should be included in the Proposer's SOQ Staffing Plan (4.4.3.5.1), including timing and level of involvement. Editing of Attachment 3. Consultant Personnel Billing Rates is not allowed.