

Pre-Submittal Meeting Questions (*received in-meeting*)

1. **How will you select firms to work on assignments? Will you put teams together for each assignment? How will that work?**
 - a. For each assistance request, CUWA and the Program Management team will review the expertise and availability of qualified contractors to identify the best fit to address the needs of the assistance request. Local firms will also be prioritized depending on the nature of the assistance request. The Program Management team will reach out to the identified Contractor(s) to confirm their availability and acceptance to support the assistance request. In general, CUWA will strive to distribute work as equitably as possible among the Pre-Qualified Contractors.
2. **Will Brown & Caldwell be pursuing supporting CUWA as a technical consultant for select assistance requests in addition to the TA provider role?**
 - a. CUWA intends to leverage Contractors as much as possible when supporting assistance requests. Brown and Caldwell's primary role is to provide Program Management services. It is possible for Brown and Caldwell to support select assistance requests, such as assistance requests that may benefit from a programmatic approach rather than addressing specific needs of an individual community. For each assistance request, CUWA and the Program Management team will review the expertise and availability of qualified Contractors to identify the best fit to address the needs of the assistance request. If Brown and Caldwell is identified to support the assistance request, an additional approval is required by the CUWA Board.
3. **Do you plan to have a process for sharing best practices across TA firms on the roster?**
 - a. Yes, the Program Management Team will document and share lessons learned and best practices throughout the program with Contractors.
4. **In what ways will CUWA agencies be involved in assistance requests?**
 - a. For each Assistance Request, CUWA plans to partner the selected Contractor(s) with one CUWA agency who will support in an advisory capacity. CUWA agencies in this role will provide expertise and oversight needed for QA/QC, but will not provide detailed technical services.
5. **How many assignments a year do you estimate would come to the CUWA TA?**
 - a. CUWA will serve as a Technical Assistance Provider through April 30, 2027. During this period, CUWA anticipates accepting up to 20 assistance requests; however, CUWA may receive more than 20 assistance requests to review. CUWA anticipates that the rate of accepted assistance requests will vary throughout the program—i.e., less assistance requests may be accepted during the first and last years.
6. **Are you posting the recording, questions, and presentation?**
 - a. Yes, a recording of each pre-bid meeting as well as the presentation and any questions and answers will be posted on CUWA's website at [TA Provider Program RFQ — CUWA](#).
7. **When do you expect to post the answers to the questions submitted by the deadline?**
 - a. The deadline for submitting formal written questions via CUWA's website was on August 25, 2023. No formal questions were received prior to the initial deadline. Questions and answers from the pre-submittal meetings will be posted to CUWA's website ([TA Provider Program RFQ — CUWA](#)). **9/15/23 UPDATE: CUWA has reopened the Q&A submittal; any formal written questions can be submitted on CUWA's website by 5:00 PM Pacific on**

September 22, 2023. Q&As will be made available on CUWA's website by September 27, 2023, as questions are submitted.

- 8. Are bidders required to cover all example or potential tasks in a service category?**
 - a. No, firms are not expected to be able to cover all tasks within a service category. We ask that your SOQ includes information on which types of tasks within a service category or categories that your firm would be able to cover.
- 9. Is Project Experience (Section 3) in the SOQ limited to 5 pages if we select multiple service categories?**
 - a. In your SOQ, Project Experience (Section 3) is limited to 5 pages maximum regardless of the number of service categories that are selected. Team Structure and Qualifications (Section 2) is limited to 2 pages plus an additional page for each service category selected (7 pages maximum if selecting all service categories).
- 10. Will CUWA share firms who have shown interest in the RFQ and attended pre-submittal meetings?**
 - a. **9/15/23 UPDATE: Yes, CUWA will share a list of interested parties.** CUWA seeks to establish a list of pre-qualified contractors through this RFQ process and is looking to build a bench of firms with diversity in experience that can be engaged throughout the program's duration. CUWA's agreement with the State Water Board currently has a work completion date of April 30, 2027. CUWA highly encourages those interested to submit an SOQ.
- 11. Who are the main contacts in the RFQ/ SOQ process and during the program?**
 - a. For the RFQ/SOQ process and ongoing throughout the program, the main points of contact for Contractors will be the Program Management Team staffed by Brown and Caldwell (Amparo Flores, Program Manager; Jeff Sinclair, Deputy Program Manager) and CUWA (Julia Teixeira, Director of Operations). Should the point(s) of contact change at any point throughout the program, all Contractors will be notified.