



City of Tacoma

Questions and Answers

Facilities Condition Assessment RFP Specification No. PW24-0192F

All interested parties had the opportunity to submit questions in writing by email to [Choose an item](#). by date questions were due. The answers to the questions received are provided below and posted to the City's website at www.TacomaPurchasing.org. Navigate to [Current Contracting Opportunities](#) / [Choose an item](#)., and then click *Questions and Answers* for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

Question 1: Under Section 10.1 Qualifications & Experience of Firm: Include lists of assessment of similar scope and size (minimum five, completed within the last 10 years), on which the firm has had a major role together with the location, cost, and basic description of the project, start and completion dates, the names of the client, description of the firm's responsibility on the project, and the specific roles of the individuals proposed for this project.

Q: Can this be excluded from the 20 pages given that you are requesting 5 examples?

Answer 1: The City of Tacoma would prefer the Qualifications & Experience of the firm to be included in the 20 pages given.

**Question 2: Under Section 10.4: Client References/Project Manager References
Q: Can these references be the same as those requested in Section 10.1?**

Answer 2: The Client References/Project Manager References can be the same if the Project Manager worked with the client.

Question 3: Under Section 3. Scope of Services and Deliverables: Is the Vertical Transportation assessment considered to be visual and not a specialist review?

Answer 3: The Vertical Transportation assessment will only be a visual review.

Question 4: For the visual assessment of landscaping (Section 3, Page 6 of 21), is this assessment limited to man-made assets or is the City expecting the assessment of natural assets as well?

Answer 4: The visual assessment of landscaping is anticipated to include man-made and natural assets that would have been installed as part of the original construction and would require maintenance and/or replacements.

Question 5: With regards to the presentation of findings (Section 3.1.E), does the City expect the successful proponent to assist in preparing an Executive-Level



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presentation or also presenting or co-presenting with City staff? If so, will the presentation be in-person or remote?

Answer 5: Yes, the City of Tacoma would like an executive level presentation. It will not need to be co-presented; however it will be presented to the project team involved in the FCA. It can be presented remote or in person, whichever works best.

Question 6: Will the successful proponent receive an Excel-based data dump of the previous completed FCA data?

Answer 6: Yes, the data from the previous completed FCA will be provided to the awarded firm.