SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
1101 Pacific Avenue, Suite 250, Santa Cruz, CA 95060-4418 • (831) 460-3200 • info@sccrtc.org

RFQ 2613 Request for Qualifications for On-Call Civil and Structural Engineering Services

November 19, 2026

Questions Submitted by Potential Proposers

1. Can you make available today's PowerPoint presentation?

   Response:

   Yes, its been posted to the SCCRTC website below the RFQ.

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2. How many contracts do you plan to award?

   Response:

   The intent is to award one contract, but reserve the right to award multiple contracts.

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3. We know that project cost will be at the task order level; however, is there a dollar value that the master contract agreement will have? A not to exceed value?

   Response:

   We are targeting a not to exceed amount of $1,300,000.

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4. On page 18, #3: Qualifications of Firm and Key Personnel, it states: "a minimum of 3 client references shall be included for the Project Manager and each of the Key Personnel. At least two references shall be provided for the Project Manager and each of the Key Personnel." Can you please clarify, if 2 or 3 client references are required for Project Manager and each of the Key Personnel?

   Response: A minimum of three (3) client references shall be provided for the Project Manager and each Key Personnel. The reference to two (2) client references is an error.

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5. Page 42 of the contract requires an RPL policy. However, page 83 appears to allow a specific endorsement as an alternative (COI). Please confirm whether providing the endorsement referenced on page 83 in lieu of an RPL policy would be acceptable.

   Response: A separate Railroad Protective Liability (RPL) policy is not required provided the consultant maintains Commercial General Liability (CGL) Insurance that does not exclude railroad-related work, consistent with Section 12.A.4 of the standard agreement. Attachment C, Page 83, further identifies the CG 24 17 (Contractual Liability – Railroads) endorsement, or its equivalent, as an acceptable alternative to separate RPL coverage under Progressive Rail's Right of Entry requirements.

   The CGL policy must satisfy the applicable coverage limits and other insurance requirements of the RTC agreement and railroad operator. Final acceptance of the proposed coverage is subject to verification by RTC and the railroad operator.

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6. Given that this solicitation is for on-call services, please clarify the intent of the "Technical Approach/Work Plan" requirement on Pages 18–19. Should respondents develop a project-specific work plan using Attachment B: Sample RTC Work Plan as a guide?

   Response:
   No project-specific work plan is required. Respondents should describe their general technical approach to providing on-call civil and structural engineering services, including project management, staffing, task order development, quality control, schedule management, and coordination with RTC. The approach should demonstrate the respondent's ability to successfully complete a variety of assignments.

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7. Pages 18-19 of RFP. Technical Approach/Work Plan section: this section references "A sample Work Plan is included as Attachment B." Please confirm if we are required to fill out Attachment B? If we are required to fill this out, is there an example task order to use to estimate our hours?

   Response:
   No. Attachment B is provided as an example of the work plan format that may be used for individual task orders following contract award. Respondents are not required to complete Attachment B as part of their Statement of Qualifications.

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8. Will an 11x17 count as one or two pages?

   Response:
   An 11 × 17-inch page will count as one (1) page.

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9. Submittal Instructions: RTC must receive five (5) double-sided paper copies and (1) electronic PDF version of the copy of the Statement of Qualification proposal
   Would you like the electronic PDF version of the copy of the Statement of Qualification proposal submitted on a USB drive, or emailed?

   Response:
   The electronic PDF version of the Statement of Qualifications shall be submitted on a USB flash drive with the five (5) required double-sided paper copies requirements.

Sincerely,

Joel LaCagnina

Joel LaCagnina, PE
Project Manager and Senior Transportation Engineer

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