

Questions for On-Call Landscape Architecture Consulting Services

Posted January 16, 2024

1. Page 6, Section D – Staffing: Requests a list of staff hourly rates and Section E – Price requests a detailed price proposal that is fully inclusive of all costs to provide the services. As this is an on-call without a defined scope, what should be provided in Section E?
 - Please provide a list of billing rates, materials costs, equipment, supplies, etc. We understand there is no set scope for an as-needed contract, so this is just for our comparison of consultants' pricing.
2. Will the City allow for reimbursable expenses such as mileage and plotting?
 - The rate table may include mileage and plotting. To clarify, no reimbursement for mileage or plotting, or any expenses associated with interviews for the contract.
3. Should we include hourly billing rates for only 2024, or, if not, for how many years should we include?
 - Consider the average billing rates throughout the term of agreement, as described in Section 3 of Attachment A.
4. Pages 13 and 15 - Insurance: Would the City approve \$1M per claim and \$2M aggregate for the General Liability Insurance? Would the City approve \$2M per claim and \$3M aggregate for Professional Liability Insurance?
 - See Change No. 1, Addendum No. 1, posted on the City's website on January 12, 2024. No other changes are allowed for this section.
5. Page 16, Section 20 - Indemnification: Would the City consider changes to the indemnification language to align with Section 2782.8 of the Civil Code and limit claims to the negligence, recklessness, or willful misconduct of the consultant?
 - See Change No. 2, Addendum No. 1, posted on the City's website on January 12, 2024.
6. Pages 12 and 9 - Ownership of Work Ownership of Work Product: proposing change to "All work products of CONSULTANT provided hereunder shall become the property of CITY Designs, drawings, specs, etc. prepared by landscape architecture firm should remain landscape architecture firm's property and not become property of City."
 - This is typical for all City contracts. No changes are allowed for this section.

7. Pages 20 & 21 of 22 - Scope of Services: The scope of services and example projects described would need surveying, civil engineering, and potentially other subconsultants, is it expected that the Landscape Architecture firm would include qualifications for these subconsultants as part of team for the On Call submittal or can those subconsultants can be determined at a later date once a specific task is identified?
 - The needs for surveying, civil engineering, or other subconsultants are considered separate from this RFQ, and can be determined at a later date once a specific task is identified.