

**2009 State Legislative & Executive Initiatives Program
Solicitation No. Q-09-033-MF**

Questions and Answers

1. Can I as an individual still submit a completed RFQ, or can only teams/firms submit complete RFQs?

A: This RFQ is open to anyone that feels they are qualified to respond, regardless of whether the proposer is an individual, a firm or a team of proposers. In fact, SAWS has had both individuals and firms under contract before, and may elect to do the same in the future. As such, all qualified responses are welcomed. The RFQ is set up in a way to clarify issues to any potential proposer and therefore, parts of the RFQ may be tailored to firms or teams, while other parts may address individuals.

2. As I'm an individual proposing to be one member of the SAWS external lobby team (as opposed to a firm/team proposing to be the entire SAWS external lobby team), how do I account for things like sub-consultants, good-faith efforts to meet SMWB goals, etc?

A: All proposers must submit a Good Faith Effort Plan (GFEP) regardless if submitting as an individual, firm, team or joint venture.

Sub-consultants would be recognized as sub-contractors to the contract and should be listed on the GFEP under *Item #1: Subcontractor/Suppliers* along with the estimated contract amount.

If the sub-consultants/sub-contractors are certified as a SMWB or HUB, their certification number must be listed in the last column of *Item# 1: Subcontractor/Suppliers* and copies of the certification certificate/affidavit must be attached to the proposal.

If the SMWB goal listed in the GFEP under *Section 2: Good Faith Efforts* was not met, then the proposer should provide a listing of all sub-consultants/sub-contractors contacted to do business under the proposed contract.