

July 13, 2018

**REQUEST FOR QUALIFICATIONS (RFQ)
PROFESSIONAL SERVICES
ALCOSAN WEBSITE DESIGN**

ADDENDUM NO. 01

All Consultants submitting under the Request for Qualifications (RFQ) for the referenced procurement shall read and take note of this Addendum. The Documents for this procurement are hereby revised and/or clarified according to this Addendum.

Acknowledgment of RFQ Addendum: The acknowledgment attached to this Addendum is to be signed and attached with the Offeror's submittal.

Suzanne Thomas
Procurement Officer
ALCOSAN

Consultant Acknowledgement

Date

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DRAWINGS/FORMS

1.

PRE-BID MEETING

The Informational Meeting is scheduled for 1:00 pm on July 24, 2018, at the ALCOSAN Auditorium at 3300 Preble Ave., Pittsburgh, PA 15233. After this meeting, another addendum will be issued with the questions and answers from the meeting.

The following Questions were submitted under this procurement. This addendum is hereby incorporated into the referenced procurement.

1. How many external portals I need to connect the website to and what they are
 - a. As of now, there are two external sites that we would need to connect to. One is 3riversproud.com. The other is a password-protected area to which we cannot allow access.
2. Are you providing us with the API Links for the external portals?
 - a. As necessary, we will provide the necessary information
3. Do you need photography done?
 - a. No
4. Do you need videos done?
 - a. No
5. Are you expecting content to be written or will you be providing it?
 - a. Content will be provided.
6. Question: Just wondering why there is a requirement for "Ten (10) hard copies of sealed Submittals and one (1) electronic copy (Compact Disc) are required." I'm sure you are aware that modern computers do not even (*sic*) come equipped with CD ROM drives, never mind CD ROM burners. This seems like a vestigial requirement. Is it absolutely required? Would PDFs submitted via the Public Purchase site not be sufficient? We had the same reaction to the "Each section (as set forth below) shall be separated by a tabbed divider" requirement. In the last 5, if not 10 years, we have not submitted a single printed proposal. These requirements, while intended to make the submissions consistent, and parsable by the review team, are sufficiently onerous to push away potential bidders. Perhaps, for future work, you might reconsider the details of the submission requirements. Thank you.
 - a. This procurement is purely optional and companies are not required to respond to it. However, if a company chooses to respond, they must comply with the RFQ requirements to be considered.