

**April 2, 2026**  
**REQUEST FOR QUALIFICATION (RFQ)**  
**PROFESSIONAL SERVICES**  
**ON-CALL ENGINEERING SERVICES**

**ADDENDUM NO. #1**

All Consultants submitting under the Request for Qualification (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.

Tawanda Stamps  
Director of Procurement  
ALCOSAN

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Consultant Acknowledgement

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Date

April 2, 2026  
REQUEST FOR QUALIFICATION (RFQ)  
PROFESSIONAL SERVICES  
ON-CALL ENGINEERING SERVICES

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**DRAWINGS/FORMS**

NONE

**INFORMATIONAL MEETING**

An Informational Meeting was held on March 30, 2026 at 1:00 p.m. on Microsoft Teams. The meeting was attended by Tawanda Stamps, Jeff Argyros, Dan Sharek, Ash Eberle, Beth Mellinger and Stacy Bennett. The list of attendees and PowerPoint presented during the informational meeting are included as attachments.

The following questions were submitted under this procurement.

1. Can we submit as a Prime Consultant and be a subconsultant on another team led by another Prime Consultant?

**a. Yes.**

Are you planning to award multiple contracts?

**b. Yes. As stated in Section 3.0 of the RFQ, up to eight qualified firms will be short-listed/selected to support the various scope items.**

2. Are you planning to have multiple On Call Services Contracts?

**a. See response in 1b.**

Will there be separate contracts for the Outside the plant system projects and the Plant area projects?

**a. No. As stated in Section 3.0 of the RFQ, Task Order RFPs will be issued to selected firms on the shortlist based on their qualifications for the specific scope of services defined in the RFPs.**

3. Is there a page limit for the Letter of Commitment?

**a. Yes. See RFQ. Pg. 7, Item B. Letter of Commitment**

4. The RFQ indicates that the Letter of Commitment be placed in front of the Outside Cover and/or First Page. Is this correct?
  - a. **No. The Letter of Commitment is placed after the Outside Cover Page.** Should a tabbed divider also be placed in front of the letter?
  - b. **No.**
  
5. RFQ Section 6 (I) The form On-Call Services Rate Sheet indicated as “which is attached to this RFQ (see Attachment)” was not attached to the electronic file version of the RFQ and does not appear available in the list of forms on the ALCOSAN website link.
  - a. **The Rate Sheet is included as part of this Addendum.**
  
6. RFQ Section 6 (I) Please specify what the appropriate documentation for submission criteria (FAR documentation?) would be identified, to comply with the statement “Proposers shall provide appropriate documentation for the overhead rate(s)”.
  - a. **This can include FAR Indirect Cost Rate documentation, audited overhead rate report, approved PennDot overhead rate, or other documentation that clearly shows how indirect costs are calculated, allocated and applied.**
  
7. Can the Proposer for on-call engineering services also be an ALCOSAN Program Manager already?
  - a. **Yes. If a given Task Order RFP deals with work that falls under the Program Manager’s purview, then the Program Manager would not be selected to receive the RFP. This does not preclude them from submitting qualifications during the RFQ phase to then be selected for other unrelated projects.**
  
8. Section 6.0 F. MBE/WBE/SDV Participation of the RFQ states: *As a part of this RFQ, ALCOSAN is not requesting that each Proposer identify their subconsultants as the scope is too broad.* Yet Section 5.0 EVALUATION OF QUALIFICATIONS SUBMITTALS/SELECTION PROCESS references *The Procurement Project Team will consider the following criteria: Subconsultants and Team Experience.* Should the Proposer include subconsultant team members in the RFQ submission?
  - a. **No.**
  
9. Will the PowerPoint slide deck from the informational meeting be released?
  - a. **Yes. See the [On-Call Engineering Services Planned & Active bids page](#).**