



City of Tacoma

## Public Works Engineering

**ADDENDUM NO. 1**

**DATE: 7-24-2025**

### **REVISIONS TO:**

**Request for Qualifications Specification No. PW25-0151F  
TACOMA I-5 CROSSING STUDY**

### **NOTICE TO ALL PROPOSERS:**

This addendum is issued to clarify, revise, add to or delete from, the original specification documents for the above project. This addendum, as integrated with the original specification documents, shall form the specification documents. The noted revisions shall take precedence over previously issued specification documents and shall become part of this contract.

### **REVISIONS TO THE SUBMITTAL DEADLINE:**

The submittal deadline remains the same.

### **REVISIONS TO THE GENERAL INFORMATION AND REQUIREMENTS:**

In section 8 of the RFQ titled "CONTRACT NEGOTIATION PROCESS" delete the subsection titled "WSDOT Audited Rates" and replace it with the following.

#### **WSDOT Audited Rates**

Since this project will receive Federal funding, the project will be performed in compliance with WSDOT Local Agency Guidelines (LAG) and will require documentation of current audited rates. Audited overhead rates can be requested from the WSDOT Audit Office. An audited rate conducted by another governmental agency will satisfy this requirement if the audit criteria used by the other agencies conforms with 48 Code of Federal Regulations (CFR) Part 31. An audited rate conducted by a private accounting firm *should* have been reviewed and accepted by the WSDOT Audit Office **prior to submitting your SOQ for this project.**

### **QUESTIONS AND ANSWERS:**

- 1. Question: Are cover and dividers included in the 20-page count? Do you want additional resumes as an Appendix? Will the additional resumes be included in the page count?**

- Answer: The cover of the submittal and any dividers will not be counted as pages. Resumes will also not be counted as a part of the 20-page count. However, please only submit the resumes of key employees working on the project and include them in an appendix to the submittal. Please also limit



City of Tacoma

resumes to relevant work experience. Overall, the City needs to be able to digest the information efficiently. Further the City only wants to receive relevant information to assess the qualifications of candidates.

**2. Question: In reference to Section 8. Contract Negotiation Process: WSDOT Audited Rates, our firm has an audited overhead rate with WSDOT that expired at the end of last month. We have submitted an updated audited rate to WSDOT and are currently waiting on them to complete their review and accept the rate. Is that sufficient to meet the terms of submission, or do proposing firms need to have a current rate already accepted by WSDOT in order to submit?**

- Answer: See addendum replacing this section. Consultants *should* have a current ICR prior to submitting an SOQ. Consultant ICRs are not required to be submitted to the City with the qualification submittals. However, ICRs will be absolutely necessary after award, once the negotiation process commences.

NOTE: Acknowledge receipt of this addendum by initialing the corresponding space as indicated on the signature page. Vendors who have already submitted their bid/proposal may contact the Purchasing Division at 253-502-8468 and request return of their bid/proposal for acknowledgment and re-submittal. Or, a letter acknowledging receipt of this addendum may be submitted in an envelope marked Request for Qualifications Specification No. PW25-0151F Addendum No. 1. The City reserves the right to reject any and all bids, including, in certain circumstances, for failure to appropriately acknowledge this addendum.

cc: Basel Kitmitto / Public Works Engineering