



CLARK COUNTY

Last Updated: October 12, 2016

TO: Holders of Specifications Relating to: 714
RFP: Relocation and Real Property Acquisition Services

RELEASE DATE: September 14, 2016
FROM: Priscilla Ricci, C.P.P.B. *P.C.*

SUBJECT: Additional Information/Clarifications to Specifications

Question 1) Are you looking for a single consultant to handle both the Acquisition and Relocation aspects of the work requirements or will you be contracting with multiple firms?

We have significant experience in Real Property Acquisitions and are very interested in submitting for that part of the RFP. If you are open to multiple firms, how would we best clarify in the proposal that we are intending only to provide the acquisition services?

Answer 1) We will be contracting with multiple firms for these services. Please state your area of expertise and qualifications in your proposal.

Question 2) **Section IIC – Proposal Content, under 2. Project Team, “Extent of Principal involvement”** – who does the County consider a Principal? Is it a Project Manager?

Answer 2) Principal is owner or has ownership interest.

Question 3) **Section IIC – Proposal Content, part 3. Management Approach** asks for Acquisition and Relocation Methodology and **Part 5. Project Approach and Understanding** seems to ask for the same thing – project approach. Please explain what specifically does the County want to see in part 3 under Acquisition and Relocation Methodology.

Answer 3) Follow WSDOT Methodology

Question 4) **Section IIC – Proposal Content, Section 4. Respondent’s Capabilities** asks to list Eminent Domain partial taking services completed – is this referring to condemnation services specifically or parcels under the threat of ED?

Answer 4) Parcels under the threat of Eminent Domain

Question 5) **Is there a form for the Proposed Cost that we should use, to ensure all proposing firms provide similar information?**

Answer 5) No

Question 6) **If we provide hourly rates for positions and miscellaneous fees as required in the Proposed Cost, is there still a need to provide the salaries and wages information required by item 2 of Section 6, Proposed Cost?**

Answer 6) Yes

Question 7) Customarily, relocation agents do not perform real estate transactions. However, on page 6 of the RFP PDF, it states that relocation staff must have a Washington State real estate license. Is this necessary to perform relocation services?

Answer 7) Yes – confirmed by WSDOT

Question 8) Could you please provide a sample agreement/contract for us to review?

Answer 8) Please follow this link for a sample:
<https://www.clark.wa.gov/general-services/requests-proposals>