

April 26, 2013

**ADDENDUM #6**

**TO**

**PW 7353**

**PROGRAM MANAGEMENT FOR THE SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT CAPITAL IMPROVEMENT PROGRAM**

Notice is hereby given that the following revisions, additions and/or deletions are hereby made of, and incorporated into the PW 7353 PROGRAM MANAGEMENT FOR THE SAN JOSE/SANTA CLARA WATER POLLUTION CONTROL PLANT CAPITAL IMPROVEMENT PROGRAM.

**Item 1: Revise** Section 4.6 of the RFQ.

Section 4.6 of the RFQ is hereby modified to read as stated below. As to this section only, this addendum supersedes the original description posted in the RFQ.

**4.6 Evaluation Criteria**

Each member of the screening panel will independently evaluate and score each SOQ using a 40 point system, which includes points for the Non-Technical Evaluation Criteria. The highest-ranked proposers, selected in accordance with Section 4.7, that participate in the interview evaluation will be scored using the remaining 60 points. Points will be assigned based on the following criteria and criteria weights:

| <b>Evaluation Criteria</b>                               | <b>Possible Points</b>                      |
|--|---|
| General Submittal Requirements                           | Pass/Fail                                   |
| <b>Technical Evaluation Criteria</b>                     | Statement of   Interviews<br>Qualifications |
| Expertise – Key Personnel, Organizational Chart          | 10   20                                     |
| Experience – Past Program Management of Similar Programs | 10   20                                     |

|  |    |  |     |
|--|----|--|-----|
| Approach - Consultant Relationships,<br>Complex Program Management,<br>Resource Integration, Identifying<br>Efficiencies | 10 |  | 20  |
| <b>Non-Technical Evaluation Criteria</b>   |    |  |     |
| Preferences:   |    |  |     |
| • Local Business Enterprise  |    |  | 5   |
| • Small Business Enterprise  |    |  | 5   |
| TOTAL  |    |  | 100 |

**Item 2: Revise** Section 4.7 of the RFQ.

Section 4.7 of the RFQ is hereby modified to read as stated below. As to this section only, this addendum supersedes the original description posted in the RFQ.

**4.7 Interviews**

After evaluating and scoring the statements of qualifications, the City will conduct oral interviews of the top three (3) to five (5) rated proposers before making its final ranking. The City will conduct oral interviews as follows.

- The City will determine how many of the highest ranked proposers it will interview. The City will interview the highest ranked proposers within the number of proposers it decides to interview. For example, if the City decides to interview 4 proposers, it will interview the 4 highest ranked proposers.
- The City will establish an interview panel consisting of 3 or more persons.
- Each member of the interview panel will independently evaluate and score each interviewed proposer using a point system consisting of the same Evaluation Criteria and criteria weights as is set forth above in Section 4.6.
- A proposer's final numerical score for the interview will be the average of the numerical scores given for the interviews by the members of the interview panel for that proposer.
- The City will determine the final ranking of all proposers, from highest to lowest, based on their respective combined numerical scores. If a proposer does not participate in an interview, its final ranking will be based on the Screening Panel evaluation as is set forth in Section 4.5.