



## Lower Connecticut River Valley Regional Bus Integration Study

### Request for Qualifications Questions

August 30, 2018

9) *Could you clarify what you are looking for in the "organizational structure under which the firm(s) conduct business"?*

Broadly we are looking for a discussion of how the firm(s) are organized in relationship to this project. This would include the required organizational chart, but also a discussion of what office, if there are multiple, would be working on this project and the chain of command. In relation to this specific question I would include information about how your firm does business, for example if it does so as a privately held corporation, publically held corporation, sole-proprietorship, etc. If incorporated, please include the state of incorporation.

10) *Do all subconsultants have to carry all of the insurance coverages requested, and must proof of insurance be submitted for all of the subconsultants with the SOQ?*

At this point proof of insurance should only be submitted for the lead firm. The question of whether sub-consultants are required to have insurance is somewhat dependent on their role in the project. It is however preferable that everyone working on this project is insured.

11) *In terms of meeting AA/EOE practices, do you need something beyond a policy statement confirming that?*

A policy statement from a duly authorized officer of the firm is sufficient.

12) *Do you need references for subconsultants, or just for the prime?*

References for sub-consultants are not required, but you may choose to include relevant references for sub-consultants especially if those references have hired the firm for similar work.