

***Request for Qualifications
for
Professional Engineering Design Services
to Perform ADA Self Assessment
and Prepare an ADA Transition Plan***

**VENDOR QUESTIONS AND CITY RESPONSES
August 17, 2017**



***City of Sevierville
120 Gary Wade Boulevard
P. O. Box 5500
Sevierville, TN 37864-5500
(865) 453-5504
Fax: (865) 453-5518***

***For Specific Information on Project:
Bryon Fortner, P.E., Public Works Director
(865) 868-1777
bfortner@seviervilletn.org***

As per the following stated in the RFQ, the questions and responses are provided below.

No pre-proposal meeting is scheduled for this project. Please submit your questions by email to Bryon W. Fortner, PE, at bfortner@sevierville.org. The deadline for submission of questions will be 5:00pm on Friday, August 4, 2017. All questions will be answered directly to the person making the request, then posted on the City's website to be available to all interested parties. Answers will be posted by 5:00pm on Thursday, August 17, 2017.

1. Could you please provide us with the square footage/acres associated with the building list for the City of Sevierville ADA Self-Assessment and ADA Transition Plan RFQ? **These square footage/acres are listed in the attached spreadsheet. Keep in mind, these numbers were compiled from various sources and are approximate.**
2. Will you continue your role as ADA coordinator or plan to designate someone else for this responsibility? **Since I was appointed by the City Administrator, only he can answer that, but I see myself serving in this role indefinitely. We have a team of employees in place to handle ADA.**
3. How many employees does the City have presently? **265 full-time and 238 part-time**
4. It's been a few years since our last project in Tennessee. Do you need us to renew our professional license in TN prior to submitting for this RFQ, or can it wait until after the selection process is completed? **A current Tennessee professional license certainly speaks to the qualifications of the proposing firm, but whether or not you need it during the proposal period would really be up to the discernment of the individuals who are evaluating the proposals. It is not spelled out as a requirement in the RFQ, so we would leave that up to the proposing firm if they want to go through the process of reciprocity.**
5. We generally send out documents via FedEx, and they will not deliver to a PO Box. With that being said, I'd like to confirm that we can FedEx to the 120 Gary White Blvd (zip 37862) address to Attn: Tracy Baker? **Yes, FedEx delivers to 120 Gary WADE Blvd, Sevierville, TN 37862...Attn: Tracy Baker**
6. FedEx also requires a telephone number, which has not been provided for Tracy Baker. **It is 865-453-5504**
7. On page 15 of the RFQ, it states that "Vendors without a current Business License will not be accepted". Please confirm if you will accept Qualifications if a firm's Business License for the City of Sevierville/State of Tennessee is "pending" at the time the Qualifications is submitted. **A vendor having a current license in its own city/state is OK to submit. A vendor, if awarded the contract and amount earned is expected to be over \$50,000, will be required to obtain a City of Sevierville business license for the amount earned.**