



TRANSPORTATION AUTHORITY OF MARIN

REQUEST FOR QUALIFICATIONS

Date Issued: July 21, 2026

Services to Prepare a Project Approval Environmental Document (PA&ED)

For the

**Alameda Del Prado/Nave Drive Interchange Improvements Project in
Marin County**

QUESTIONS & ANSWERS #4:

Date: August 20, 2026

Transportation Authority of Marin

900 5th Avenue, Suite 100

San Rafael, CA 94901

This document compiles all the questions and their answers received to date (see cover sheet) about the RFQ for Alameda Del Prado/Nave Drive Interchange Improvements Project (PA&ED). Any additional questions regarding this solicitation were due to Audrey Veyssiere at aveyssiere@tam.ca.gov by August 19, 2026.

- 1. Item 3 of the Qualification Package in Section 4 ("Statement of Qualifications") requires five hard copies to be submitted. Do we need to supply five copies of our Cover Letter (item 1) and SF330 (item 2) as well?**

Only one hard copy of the Cover Letter (item 1) and SF330 (item 2) are needed.

- 2. Item 3 of the Qualification Package requires one PDF file of our qualifications to be submitted. Should that be included as a USB with our hard copy, or submitted via email? Should our PDF include our entire Qualification Package, or just our Statement of Qualifications?**

The PDF file should be included as a USB with the hard copies. The PDF should only include the Statement of Qualifications.

- 3. Item 3 of the Qualification Package states "Resumes and other supplemental information should be included in an appendix", but we are already providing resumes as Section E of the SF330 (Attachment F). Would you like resumes included in the appendix of the SOQ as well?**

Yes. Please include resumes in the appendix of the SOQ as well.

- 4. Item 3-G of the Qualification Package ("Additional Relevant Information") states "Provide additional relevant information that may be helpful in the selection process". Does this count as our Appendix, or does 3-G count toward our 35-page limit for the SOQ?**

3-G counts towards the 35-page limit for the SOQ.

- 5. Item 3-B of the Qualification Package ("Management Plan and Schedule") states "For the proposal, develop a proposed schedule, identifying major project milestones and the anticipated duration for each activity. Specific hours or other cost information is not to be included here". Can you confirm that we should NOT include a schedule in our SOQ, and should only provide one if we're the top-ranked firm?**

A schedule showing the major milestones should be included in the Statement Of Qualifications. A detailed schedule will only be requested from the top-ranked firm.

- 6. The RFQ specifies 8.5"x11" pages for the SOQ. Would 11"x17" pages be acceptable for items like an organization and staffing chart?**

Any 11x17 pages should be limited in use and will count as two pages to the page limit.

- 7. The Sample Agreement included in the RFQ references "Exhibit D: Insurance Reduction or Waiver of Coverage", but we do not see Exhibit D included in the RFQ. Could TAM please publish Exhibit D so proposers can review?**

Please find Exhibit D attached to this document.

- 8. Can TAM please clarify where they want resumes, project descriptions, and references to go in the Qualifications Package? Currently, they are being asked for in two places - in the SF 330s in Section 2 and in the Statement of Qualifications in Section 3. Can we provide them in only one of those places, so as to not duplicate efforts?**

Please include the information in both requested documents.

- 9. In regard to the 2nd question of Q&A #2 that was released, can TAM please clarify whether the USB should contain the proposer's entire Qualifications Package (Cover Letter, SF 330 Forms, and the Statement of Qualifications) or the Statement of Qualifications only and not the Cover Letter and SF 330 Forms as well?**

The USB key should only contain the Statement of Qualifications as described in Section 4, Item 3.

- 10. Regarding Section 4, Item 3 of the RFP – if we include covers and a table of contents in our Statement of Qualifications, are they exempt from the 35-page limit?**

No.

- 11. Can we use the TAM logo in our proposal?**

Yes.

- 12. Can TAM please confirm that only the prime consultant needs to provide SF 330 Part I and Part II and that subconsultants only need to provide SF 330 Part II?**

TAM confirms that only the prime consultant needs to provide SF 330 Part I – and lists all the team in Section C. All consultants and subconsultants need to provide SF 330 Part II.

13. Can TAM please confirm that the DBE goal for this pursuit is 0%?

As of today, Caltrans has suspended its DBE Program and recommends not to include DBE Goals in contracts. TAM follows and will keep following Caltrans guidance and adjust the contract conditions accordingly.

14. As a follow-up to Q&A #1, can TAM clarify the Appendix submittal requirements? Specifically:

- **How many hard copies of the Appendix are required? Appendix are considered to be part of the Statement of Qualifications.**

Please provide 5 hard copies.

- **Can TAM confirm whether the Appendix should be submitted as a separate component from the Cover Letter, SF330, and Statement of Qualifications?**

Appendix should be included in the Statement of Qualifications.

- **Can TAM also confirm whether the Cover Letter and SF330 should be submitted as separate documents or combined into a single submittal package?**

The Cover Letter and SF330 should be submitted as separate documents.

15. Can TAM also clarify the electronic submittal requirements? Specifically, should the USB include only a PDF copy of the Statement of Qualifications, or should it include the complete Qualifications Package, including the Cover Letter, SF330, Appendix, and Statement of Qualifications?

The USB should at least include the Statement of Qualifications.