



TRANSPORTATION AUTHORITY OF MARIN

REQUEST FOR QUALIFICATIONS

Date Issued: July 21, 2026

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

For the

**Manuel T. Freitas/Civic Center Drive Interchange Improvements Project in
Marin County**

QUESTIONS & ANSWERS #2:

Date: August 24, 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 Manuel T. Freitas/Civic Center Drive Interchange Improvements Project (PA&ED). Any additional questions regarding this solicitation shall be submitted by email to: Ray Rodriguez at rrodriguez@tam.ca.gov by August 26, 2026.

1. Section 4, RFQ Submittal Requirements - Are the Cover Letter, SF330, Appendix, and Statement of Qualifications separate submission components?

Yes, they are separate submission components of the Qualifications Package. In other words, the five hard copies (and one PDF file) requirements not exceeding the 35-page limit only applies to the Statement of Qualifications (Section 4, Items 3a-3g), including covers, table of contents, and tabs/dividers.

2. Questions & Answers #1 (for Tiburon Blvd/East Blithedale Avenue RFQ) states that “Additional Relevant Information” counts toward the 35-page limit, while the presentation references “Additional Relevant Information in appendix,” creating uncertainty as to whether appendix materials are included in or excluded from the page count. What is included in the 35-page Statement of Qualifications?

Thank you for bringing this to TAM's attention, the presentation made a typo. The presentation should have stated “Resumes and other supplemental information should be included in an appendix” just like it is stated in the RFQ Section 4.3. For clarification, the “Additional Relevant Information” should be included in Statement of Qualifications per the RFQ Section 4, Item 3g, and does count toward the 35-page limit as confirmed in the Questions & Answers #1.

The 35-page limit only applies to the Statement of Qualifications per Section 4, Items 3a-3g, including covers, table of contents, and tabs/dividers.

3. What is included in the Appendix?

Resumes and other supplemental information, as stated in Section 4.3.

4. What is excluded from the 35-page limit?

The Cover Letter (or Transmittal Letter), the Standard Form 330, and the Appendix are excluded from the 35-page limit.

5. Will Attachment G be counted in the 35-page limit?

Attachment G “Certification of Indirect Costs and Financial Management System” is not required by the September 9th deadline (see Qualification Packages Due Date in Section 7 Selection Process Dates). As indicated on page 10 of the RFQ, Section 4, Items 4-6 will only be requested from the top-ranked firm. The firms will be notified of their rank after interviews are held.

- 6. The SF330 package includes resumes, project descriptions, and space for qualifications narrative, but the Statement of Qualifications asks for the same information, specifically firm qualifications, references, and resumes. Are we to include this information in both places, the SF330 and the SOQ itself?**

Yes, please include this information in both places.

- 7. If the SF330 form is required, then would it be preferred to place the required items in Section 4 Statement of Qualifications, Items 3a-3g, within the SF330 format (Section H of the SF330)?**

No. Please reference the Statement of Qualifications in Section H of the SF330.

- 8. Will 11x17 pages be considered for large charts or graphics where it would be more effective to display all information on one page? If so, will they be counted as one or two pages?**

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

- 9. We assume any questions and answers for Tiburon Blvd/E. Blithedale also applies to the other interchanges as well and vice versa. Can you please confirm if this is correct?**

This is correct. If an answer to a question is specific to one of the three RFQs, it will be specified. In the event of any inconsistency or conflict between responses applicable to the three projects, the response specifically issued for the individual project shall govern for that project.

- 10. Do SF 330s for subconsultants need to be included with the Qualifications Package or just SF 330s for the prime consultant?**

The prime consultant shall submit one SF 330 Part I covering the entire proposed consultant team. Part I, Section C should mention all the subconsultants on the team. An SF 330 Part II shall also be provided for the prime consultant and each proposed subconsultant identified as part of the team.

- 11. Would TAM like each individual subconsultant to include Sections H and I of the SF330 for each of their respective firms?**

No. The prime consultant may reference the Statement of Qualifications under Section H of the SF330, and complete Section I on behalf of the entire proposal team (i.e. Authorized Representative represents prime and subs).

- 12. The PSR notes that "A traffic forecast report will be submitted for Caltrans' review and comment. A future-year forecast memorandum (including proposed analysis horizon years) will be prepared and submitted for Caltrans review, comment, and approval." Was this done? If so, can it be provided?**

The "traffic future year forecast memorandum" mentioned in the Caltrans approved PSR-PDS will be conducted during the PA/ED phase.