



PUBLIC UTILITY DISTRICT NO. 1

OF SNOHOMISH COUNTY

EVERETT, WASHINGTON

RESPONSES TO QUESTIONS FOR

REQUEST FOR QUALIFICATIONS NO. 26-1644-SR

SUPPLY CHAIN MANAGEMENT

Published: 03/25/2026

QUESTIONS AND ANSWERS

Q1. Is there a preferred timing for initial submissions given the rolling review process?

Answer: There is no preference for submission timing.

Q2. For the anticipated initial engagement (supply chain maturity assessment), is there an expected or target start timeframe?

Answer: The District expects to begin the first engagement as soon as possible after the initial review process is complete.

Q3. Does the District have any preference regarding local or Washington-based firms for delivery?

Answer: No.

Q4. Who should all questions be directed to going forward within the District?

Answer: All questions on this RFQ should be directed to bids@snopud.com.

Q5. The deadline for proposal submissions is December 31, 2026. Yet, initial review of proposals starts on March 31, 2026. What is the reasoning for such a long spread in the submission process and how soon after the December 31 deadline will the contract be awarded?

Answer: As stated in Section 3.8 RFQ Award, "The District intends to award this RFQ to one or more Respondents, subject to change by the District at its sole discretion. Submittals received will be retained and when the need arises for supply chain consulting work to include but not limited to the services listed in Appendix A the District project leader will evaluate the submittals and reach out to the selected consultant for those services at that time". Essentially the District is creating a roster of qualified consultants to complete various supply consulting projects.

Q6. Does the District anticipate engagements focused primarily on SAP MRP optimization, or will broader supply chain transformation initiatives also be included?

Answer: The initial engagements will be focused on broader supply chain transformation. Work on SAP MRP optimization will depend on the timing of the District's larger SAP upgrade project.

Q7. Will Consultants be expected to support both electric and water utility operations, or will engagements be assigned by utility type?

Answer: Engagements will be for the overall supply chain which supports both utilities' operations.

Q8. Does the District expect Consultants to provide on-site support, remote support, or a hybrid model for most engagements?

Answer: It's likely that a hybrid model will be utilized with primarily remote work and site visits as required.

Q9. Once a Consultant is placed on the roster, how will the District determine which firm receives the first opportunity for a given engagement?

Answer: Consultants will be evaluated based on the criteria listed in Section 2.1 of the RFQ.

Q10. Will the District issue mini-competitions among rostered firms for each engagement, or will assignments be made directly based on qualifications?

Answer: The District will select based on qualifications. Where multiple consultants are similarly qualified or clarifications are required the District will likely hold interviews to make a selection.

Q11. Can the District provide an estimated number of engagements anticipated per year under this roster?

Answer: The number of engagements has not been identified.

Q12. Can the District provide additional detail on the current status of the SAP S/4HANA upgrade and expected timelines for completion?

Answer: The upgrade is in its initial stages and is scheduled to continue into 2028.

Q13. Does the District expect Consultants to support configuration, data cleansing, or change-management activities related to SAP MRP?

Answer: Scopes for potential SAP MRP work have not been identified.

Q14. Are there any third-party tools integrated with SAP that Consultants should be familiar with?

Answer: The District does not currently use any third-party tools in conjunction with SAP MRP.

Q15. Does the District require key personnel to be named in the submittal, or may firms propose a representative team with final assignments made at engagement kickoff?

Answer: Key personnel will suffice for this initial RFQ.

Q16. Are there minimum on-site presence requirements for key personnel during engagements?

Answer: No. See answer to Q8.

Q17. Will subcontractors require District approval prior to use on any engagement?

Answer: Yes.

Q18. Does the District consider any specific sections of the Sample Professional Services Contract to be non-negotiable?

Answer: No, however if the requested modification(s) cannot be negotiated a contract will not be awarded.

Q19. If a Respondent proposes minor modifications to Appendix B, will the District allow negotiation after roster selection, or must all exceptions be resolved prior to acceptance?

Answer: Yes, negotiation after selection is allowed.

Q20. Should rate sheets include blended rates, individual rates by role, or both?

Answer: Individual rates are preferred.

Q21. Does the District anticipate time-and-materials pricing for all engagements, or are fixed-fee deliverables sometimes required?

Answer: It is likely that engagements will be scoped with fixed-fee deliverables. However, time and materials pricing may be used when the District requires ad-hoc, ongoing support.

Q22. Will the District allow annual rate adjustments for multi-year engagements?

Answer: Yes.

Q23. Is there a maximum file size or preferred file format for the sample work products requested in Section 4.0?

Answer: PDF files are preferred and the maximum file size is 17MB.

Q24. Should we consider proposals submitted early as final or can contractors make amendments or additions to the proposals prior to a decision being made?

Answer: Consultants will be allowed to submit changes/additions to their proposal anytime up to the end date.

Q25. Should references be project-specific or may they be organizational references covering multiple engagements?

Answer: References should support the qualifications presented in the submittal. Where applicable, references should address the initial engagement.

Q26. Can firms headquartered outside Washington State submit qualifications and be considered on the same basis as Washington-based firms?

Answer: Yes.

Q27. For an out-of-state consulting firm, at what stage would Washington business registration, UBI number, or other state/local license requirements need to be in place: at submission, at shortlist, or only upon contract award?

Answer: Upon selection for award.

Q28. Does the District expect this work to be performed primarily onsite, in a hybrid format, or can portions be performed remotely?

Answer: See Q8.

Q29. Once firms are placed on the roster, how will the District determine which firm is selected for a specific engagement?

Answer: See Q9 and Q10.

Q30. How will the requested hourly rate sheet and materials markup be used in evaluating qualifications, and will project-specific pricing be negotiated again at the engagement stage?

Answer: Project-specific pricing will be negotiated at the engagement stage.

Q31. Must respondents provide proof of compliance with the Appendix B insurance requirements at submission, or only after selection?

Answer: After selection

END OF ANSWERS TO QUESTIONS