

**SUPPLEMENTAL INFORMATION**  
**ADDENDUM NO. 1**

PROJECT: RFP 21-105-003  
Professional Services – New Sanitary Sewer Force Main

CONTACT: Alison Bruton, Purchasing Tech.  
912-754-2159 [abruton@effinghamcounty.org](mailto:abruton@effinghamcounty.org)

DATE ISSUED: October 22, 2020

---

RFP 21-105-003 – Professional Services – New Sanitary Sewer Force Main dated September 18, 2020 is hereby amended as noted herein : BIDDER TO ACKNOWLEDGE RECEIPT OF ADDENDUM BY SIGNING ON THE SIGNATURE LINE BELOW AND INCLUDING A COPY WITH SUBMITTED BID. FAILURE TO DO SO MAY, AT THE OWNER’S DISCRETION, SUBJECT THE BIDDER TO DISQUALIFICATION

CLARIFICATIONS: Section 3.1 of the RFP is hereby revised to state:

DESCRIPTION & OBJECTIVES: THE Effingham County Board of Commissioners is seeking a qualified Engineering Consultant to assist Effingham County in the development of the Engineering, Design, Surveying, Permitting, Project Management, and Construction Services for the installation of a new Sanitary Sewer Force Main from the existing Hodgeville Road Lift Station No. 4 to the Existing County Waste Water Treatment Facility. The Scope of this RFP is to include all necessary Surveying, R/W Acquisition work, preparation of any necessary or required Easements, Permitting, Preliminary & Final Design, Bid Assistance, Project Management, and Construction Services Phases. During the Design Phase, the Consultant is to provide a Conceptual layout & Design, 60% submittal and 100% submittal documents to include calculations, analysis of the existing pertinent systems and considerations, development of technical specifications, opinions of construction budgets, and all necessary information and documents for the development of a construction bid package for the County to solicit construction bids.

- 1) **QUESTION:** It is understood that wetlands flagging will need to be included in the proposal. Should wetlands permitting automatically be included in the cost, or should it be provided as an add alternate of sorts if it is found to be required?

**ANSWER:** Should be included and identified as a line item in base cost under the Permitting Phase and shall include:

Wetlands delineations  
Wetlands mitigation assistance  
Preparation & submittal of any Wetlands Permits  
Preparation of any necessary wetlands impact exhibits

- 2) **QUESTION:** Pages 12-13 breaks down the scope of work for survey, permitting, and design phases. Is it possible for the County to elaborate on the specific scope of work for the construction services phase?

ANSWER: Upon completion of the design and approval by the County, the Consultant is to perform the following, at a minimum during the Construction Services Phase:

- Attend & facilitate Pre-Bid meeting with the County to address any comments or questions raised
- Attend Bid opening meeting and review Bids received & make recommendations for award of a construction contract.
- Present recommendation of award of a construction contract to the Board of Commissioners.
- Facilitate & attend Pre-Construction meeting(s)
- Perform periodic site visits of at a minimum of two visits per week to monitor construction progress.
- Respond to contractor/owner questions relating to the design documents or field conditions, attend field meetings and provide monthly progress reports to the County on the construction.
- Review & approve contractor supplied shop drawing submittal and materials data sheets
- Review contractor-furnished testing results during the construction.
- Review pay applications with recommendations for approval for payment by owner.
- Participate & conduct intermediate and final inspections during the work
- Review any requested Change Orders submitted by the Contractor and provide recommendations to the County.
- Prepare all necessary closing documents and record drawings

3) QUESTION: Could the County please provide an estimate of the number of private property easements required for this corridor for easement platting pricing?

ANSWER: Consultant to determine number of easements required during surveying phase. Included in this is work necessary for easement exhibits, negotiations with owners, and easement preparations

4) QUESTION: Is the county willing to provide access to the awarded engineer to all pertinent existing pump station and force main plans and documents in their archives?

ANSWER: yes

5) QUESTION: The RFP requested a fee proposed for Construction Services but we did not see a scope of work for this item. Please provide a scope of work for these items that include construction administration, field observation and record drawings. We recommend the scope include the desired number of hours per week and the number of total weeks for field observations.

ANSWER: See answer to Question No. 2. Total number of weeks for Construction Services is to be based on the Consultants opinion of the total construction schedule duration

6) QUESTION: Please confirm the anticipated number of easement plats required for the project as a basis of fee budgeting? It appears that at least 8 parcels could require utility easements to facilitate construction, operation, and maintenance of the force main.

ANSWER: For your proposal, include a minimum of 12 easement plats

7) QUESTION: Does the County anticipate temporary construction easements will be required in addition to the 15-ft permanent utility easements? It seems that the limited

15-ft wide easement will not be sufficient to construct the proposed force main without additional width for construction equipment, materials, and earthwork.

**ANSWER: Provide costs for four temporary easements**

- 8) **QUESTION:** If the County does anticipate the need for additional temporary construction easements, should the consultant budget preparation of construction easement plats along the entire route within areas permanent utility easements are also required?

**ANSWER: yes**

- 9) **QUESTION:** If the County does anticipate the need for additional temporary construction easements, how should our fees for these services be included in the “Surveying Phase” line item on the fee proposal?

**ANSWER: yes**

- 10) **QUESTION:** Has the County had any preliminary planning and/or coordination with GDOT or Southern Natural Gas regarding alignment of the proposed force main?

**ANSWER: No**

- 11) **QUESTION:** The RFP states that the “route will require crossings of several wetlands, road, and driveways. The engineering consultant will be responsible for preparing and submittal of all required permitting packages.” Please confirm if the consultant will be responsible for obtaining USACE wetland jurisdictional delineations and, if wetland impacts are required, responsible for obtaining Nationwide Permits (NWP 12) for the project?

**ANSWER: yes**

- 12) **QUESTION:** If wetland delineation and potentially obtaining a NWP through the USACE are requirements for the consultant, should the budget for these services be included in the “Permitting Phase” line item on the Fee Proposal form?

**ANSWER: yes**

- 13) **QUESTION:** Does the County anticipate any utility encroachment permits to be required from GDOT? Will GDOT require submittals or plan review of the force main associated with the crossing of the future Rincon Bypass roadway?

**ANSWER: No**

- 14) **QUESTION:** The RFP requires provisions to “include connections to the Hodgeville Lift Station #4 and WWTP as well as plan for the Greystone and Staffordshire lift stations to continue to use the existing 12-inch force main to pump to the WWTP.”

a. Can the County provide record drawings for the Hodgeville Lift Station #4 as well as the record drawings for the WWTP where the County intends to connect the new proposed force main?

b. Can the County provide record drawings for the Greystone and Staffordshire lift stations?

**ANSWER: county will provide all available information on the existing facilities to the awarded consultant**

- 15) **QUESTION:** The RFP states that “The scope of services shall include a hydraulic analysis and Preliminary Engineering Report to evaluate the pumping rate of the Hodgeville Road Lift Station #4 being upgraded as part of a separate project.”

a. It is our understanding that the scope of work for the Hodgeville Lift Station #4 Design RFP No. 20-105-004 included a requirement for a hydraulic model for the pump station. Can the County provide the modeling information that was provided as part of the separate project?

b. Can the County provide the design drawings and calculations used for the design of the Hodgeville Lift Station #4?

ANSWER: Lift Station No. 4 is currently still in the design phase. County will provide the data requested to the selected consultant when completed

16) QUESTION:

The scope of work on page 12 of the RFP references the preparation of all required easements for Effingham County which will require the preparation of easement plats. How many easement plats are anticipated for the project?

ANSWER: see responses to Question 6

17) QUESTION:

Has Effingham County had any contact with the Industrial Development Authority or Southern Natural Gas about the project?

ANSWER: No

18) QUESTION:

Is a geotechnical investigation required for the project? If so how many soil borings should be planned for?

ANSWER: yes. The consultant is responsible for contracting a licensed professional geotechnical consultant for performing all geotechnical work required for the design including determination of the quantity of borings and testing based on their understanding of the project scope.

19) QUESTION:

The scope of work on page 12 of the RFP outlines required services for surveying, permitting, and design phases which are line items on the fee proposal form. There are no services outlined for the bid assistance phase and construction services phase which are line items on the fee proposal form. What services are required for the bid assistance phase? What services are required for the construction phase? If the construction phase is to include construction observation, how many weeks and how many hours/week should be taken into account for when preparing fees for the construction services phase?

ANSWER: work during bid assistance is to be included in the Design Phase and is to include preparation of line item bid items, estimated opinion of probable construction costs and provide assistance to the County on development of the RFP documents for bidding of the construction work. Construction services scope is outline in response to Question 2

20) QUESTION:

Is a project schedule required to be submitted with the proposal?

ANSWER: yes. A preliminary schedule is to be provided indicating the Consultant's opinion of the surveying, design, permitting, and construction duration based on his understanding of the total project scope.

All other terms and conditions in RFP 21-105-003 remain unchanged.

Effingham County reserves the right to reject any and all proposals, to waive any technicalities or irregularities and to award the offer based upon the most responsive, responsible submission.

Please sign receipt of this Addendum No. 1 below:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**END OF ADDENDUM NO. 1**