



RFP #206-18 ARCHITECTURAL AND ENGINEERING SERVICES FOR SENIOR SERVICES CENTER

ADDENDUM #2

Bid Closing Date: February 14, 2018 at 10:30AM, EST
Bid Issue Date: January 12, 2018
Addendum Issue Date: January 29, 2018
By: Melissa Hawk, Purchasing Manager

The following are amendments to the RFP #306-18 Architectural and Engineering Services for Senior Services Center:

1. Although, stated in other areas of the RFP, the following information must also be included in the Preliminary Architectural Report:

Background

- Description of existing facilities, if any, including existing floor plan with all dimensions and descriptive labels for all rooms. This is relative to the current building on site.
- Projections of future needs

Evaluation of Alternatives

- Descriptions of alternative solutions considered (new construction, renovation, additions to existing structures), including cost estimates for each alternative
- Site selection criteria
- Location relative to population served
- Adequacy of infrastructure (access, water, fire protection, sanitary sewer, storm drainage)
- Soil conditions, and topographic constraints
- Description of Proposed Project
- Preliminary Site Plan showing proposed ingress – egress, vehicle circulation on-site, drop-off area, regular parking and accessible parking, service access (dumpster location with truck access, mechanical room access), extensions of utilities (water, sanitary, electric, telephone), access road improvements, emergency vehicle access
- Description of storm drainage outfall(s) and consideration of downstream impacts
- Description of proposed/improved facilities, including preliminary floor plan with all dimensions and descriptive labels for all rooms

2. Intended to be used as guidance, a link is provided to the 2018 CDBG Application Manual. The requirement listed under the Contents of Preliminary Engineering Reports, Detailed Project Budgets of **Grant Administration is not included in this project.**

<http://www.dca.ga.gov/communities/CDBG/programs/downloads/2018AppManual/2018%20Applicants'%20Manual.pdf>

3. All other dates, specifications, terms and conditions remain the same as posted in the RFP document.

The following are questions and answers for the RFP #306-18 Architectural and Engineering Services for Senior Services Center:

Question #1: Is there truly a bond? This is normally for construction.

Answer: Yes, due to the imperative nature of ensuring we contract with the selected Proposer, this is necessary. We must ensure that we meet the deadlines established in the CDBG Grant process.

Question #2: Early in the RFP document a 51% local business is mentioned. Later in the document local preference states it is not applicable. Which holds true?

Answer: Both, the first preference mentioned is for the Section 3 requirements of the Federal entity funding the grant. The second preference mentioned is for the Local Preference as specified in the Dawson County Purchasing policy. We cannot give a local preference in this RFP as to ensure a nonrestrictive completion.

Question #3: Will there be a pre-proposal meeting?

Answer: The requesting Department within Dawson County does not wish to hold a pre-proposal meeting.

Question #4: I wanted to reach out and see what the best way to view the cdbg grant application is? Do you email it out? Would you prefer me to come to your office and review?

Answer: The CDBG application is incomplete at this time. We had hoped to be further along with the process; however, the administrator is in the course of completing said application for the April, 2018 deadline for submission to the Georgia Department of Community Affairs. As stated in the RFP, funding for the Construction Services contract will be backed by the CDBG but will not be used for the A & E Services.

Question #5: Under the description for the facility (Page 17 of the RFP), the desired program components appear to significantly exceed the 5,000 sf indicated building size. Is the approximate 5,000 s.f. size intended to be the programmed areas or the total building size?

Answer: The approximate square footage of the building is part of the attached preliminary design. The Scope of the RFP is for the A & E firm/individual to determine how much of the County's wishes will be feasible.

Question #6: Under the Section "Liquidated Damages", (Pages 26-27 of the RFP), is it the County's intent to assess liquidated damages on the A&E as indicated?

Answer: Yes. Due to the importance of this project completing by the contracted timeline that will be agreed upon at contract from information gathered from within Tab E of the RFP; liquidated damages

are required for this contract. We must ensure that we meet the deadlines established in the CDBG Grant process.

Question #7: On Page 20 of the RFP, under Section “Construction Phase”, is the intent for “on-site field representation” to have someone on site every day? Or just during regularly-scheduled bi-weekly meetings as indicated on Page 25?

Answer: No, it is not the intent of daily on-site representation. It is the intent to have the A & E present at regularly scheduled meetings two times a month, or bi-weekly.

Question #8: Is an audited financial statement required in the response to the RFP?

Answer: As stated on page 32 of the RFP:

- If a public company, include a recap of the most recent audited financial report.
- If a private company, provide a recap of the most recent internal financial statement and a letter, on the financial institution’s letterhead, stating financial stability.

Question #9: On Page 8 of the RFP, Item #15 “Bonds”, is it intended for the AE firm(s)? or is that an error?

Answer: Refer to Question #1.

Question #10: Liquidated damages are listed as \$200/day (on page 27) and \$500/day (on page 59). Which is correct?

Answer: \$500.00 per day. We must ensure that we meet the deadlines established in the CDBG Grant process.

Question #11: The Concept Grade Plan and Expansion Concept Plan appear to be distorted, as a function of formatting them to fit on an 8.5"x11" sheet of paper. Are the original PDFs available for review by our team?

Answer: See attachment of each as received from the A & E used for the concept plan.

Question #12: Our firm would like to submit a Proposal for your upcoming project. Would it be possible to obtain an electronic copy of the CDBG application?

Answer: Please refer to Question #4.

-Signature Page to Follow-

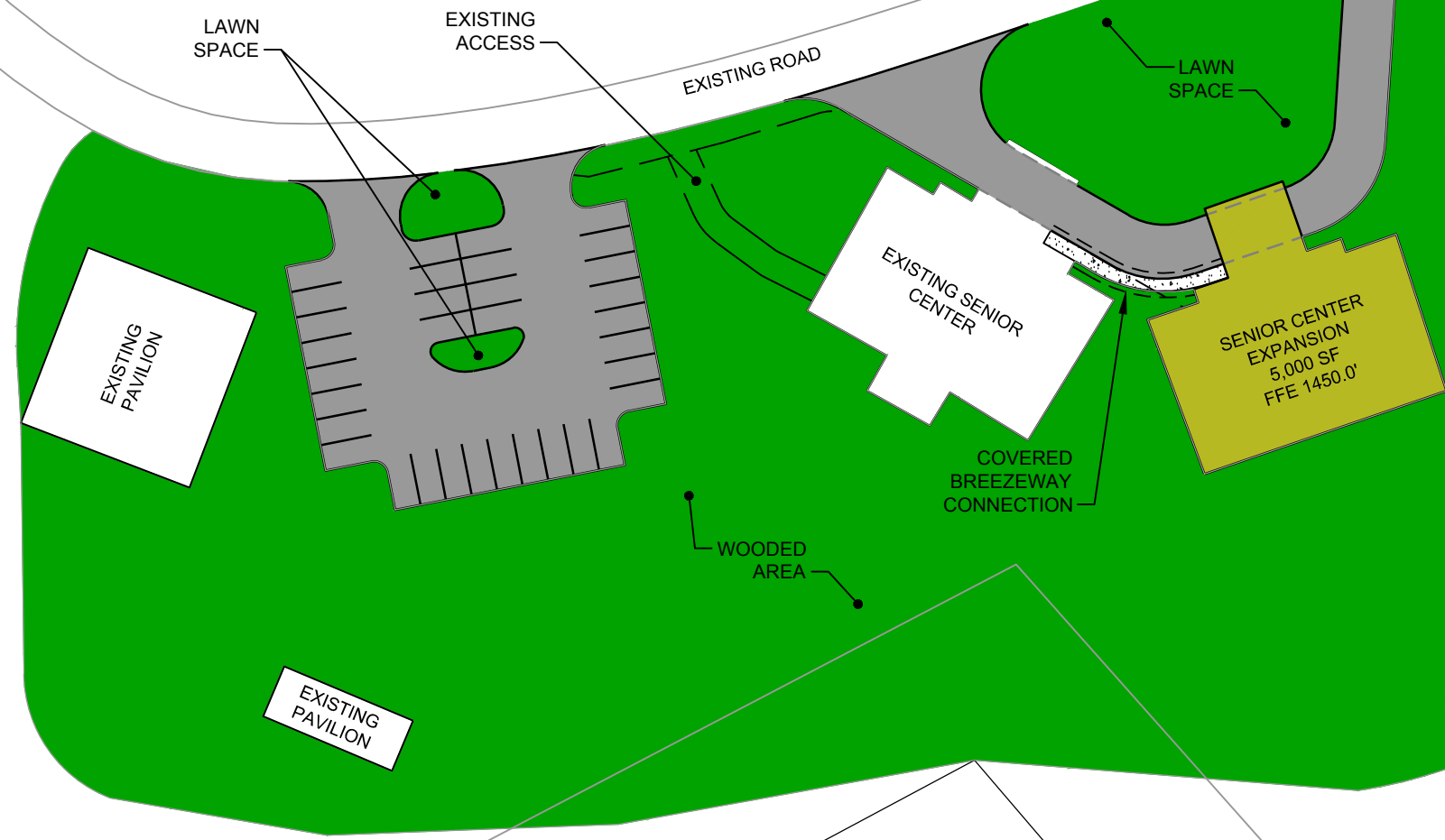
Company Name

Signature of Authorized Representative

Title

Date

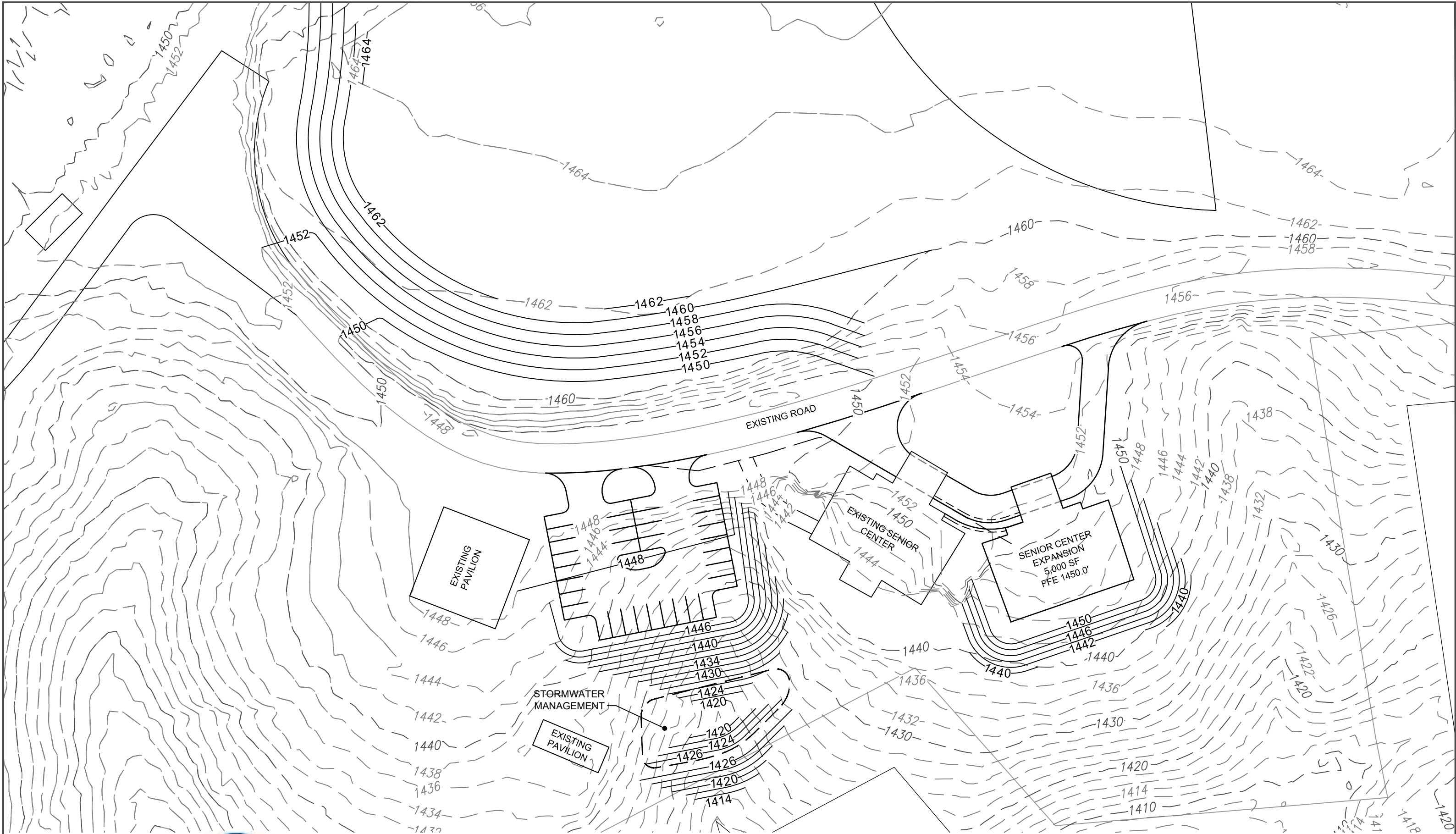
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EXPANSION CONCEPT PLAN
 VETERANS MEMORIAL PARK AND SENIOR CENTER
 JANUARY 05, 2018



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EXPANSION CONCEPT GRADING PLAN
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