

# CLAYTON COUNTY WATER AUTHORITY

## Request for Qualifications

### ON-DEMAND ENGINEERING SERVICES – SMALL FIRM

**RFQ Opening:** Thursday, October 8, 2015 at 2:00 p.m. (local time)  
1600 Battle Creek Road, Morrow, GA

**Non-Mandatory  
Pre-Qualification Meeting:** Tuesday, September 22, 2015 at 2:00 p.m. (local time)  
1600 Battle Creek Road, Morrow, GA 30260

### ADDENDUM # 1

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Dated: September 28, 2015

***Acknowledgment of receipt of this addendum **MUST BE SIGNED AND INCLUDED**  
IN YOUR RESPONSE TO THE RFB.***

#### **QUESTIONS:**

1. Can a firm with more than 100 employees be on a team with a small firm as the lead?

**Answer:** No, that is not allowed.

2. On page 1-2.5 of the RFQ, it is requested that each firm "provide up to 5 one-page project descriptions that are representative of the project categories above..." If we are submitting on more than one category, can we submit 5 one-page write-ups for each category (i.e., to adequately demonstrate our experience in each category)? If so, will these additional pages count against the 30 page limit?

**Answer:** CCWA's intent for Section 4 on page 1-2.5 is to have a minimum of 3 and a maximum of 5 one-page project descriptions. The number of project descriptions/references and their alignment to categories is up to the proposing firm. Furthermore, Section 2 (Company Experience) provides an opportunity to present relevant expertise by category.

3. Are there any current on-demand services CCWA intends to use for work related to projects?

**Answer:** Currently, CCWA utilizes on-demand services with CH2M and Jacobs Engineering Group.

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4. Does the proposal need to include geotechnical services?

Answer: Specific services, including geotechnical services, are not required to be included in the proposal. Firms should propose services that align with our needs based on the firm's expertise and the five categories outlined in the RFQ.

5. Does the proposal need to include utility locate services?

Answer: Specific services, including utility locate services, are not required to be included in the proposal. Firms should propose services that align with our needs based on the firm's expertise and the five categories outlined in the RFQ.

6. Does the proposal need to include any other specialty sub-contractors?

Answer: Specific services, including specialty sub-contractors, are not required to be included in the proposal. Firms should propose services that align with our needs based on the firm's expertise and the five categories outlined in the RFQ.

7. For the billing rate schedule; does CCWA have defined positions or we use our company position description. How does CCWA define a Project Engineer? Is it with a PE and 10 years of experience or 15 years of experience? If the positions are defined by the owner, the billing rate would be consistent across all bidders. Please explain.

Answer: CCWA does not have defined positions for the purposes of billing rate schedules. Billing rate schedules are not defined by CCWA.

8. For design firms who have to outsource specialty services such as surveying and geotechnical investigation; do we have to add firms to the team or will CCWA procure those services separately? Please clarify.

Answer: Specific services, including specialty sub-contractors, are not required to be included in the proposal. Firms should propose services that align with our needs based on the firm's expertise and the five categories outlined in the RFQ.

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**CLARIFICATIONS:**

1. Division 1, Section 2: Overview, Paragraph 2.2 Qualifications Schedule: Deadline for Questions, deleted “Thursday, September 24, 2015 at 2:00 p.m. and insert “Thursday, October 1, 2015 at 2:00 p.m.”
2. Division 1, Section 2: Overview, Paragraph 2.4 Addenda: Delete “Thursday, September 24, 2015” and replace with “Thursday, October 1, 2015”.

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SIGNATURE

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COMPANY NAME

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DATE