

**SUPPLEMENTAL INFORMATION
ADDENDUM NO. 1**

PROJECT: RFP No. 20-105-001
Professional Services Blue Jay Rd Waterline Extension A

CONTACT: Fiona Charleton, Purchasing Agent
912-754-2159 fcharleton@effinghamcounty.org

DATE ISSUED: August 19, 2019

RFP No. 20-105-001 dated July, 2019 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

- 1) **QUESTION:** It has been our experience that Norfolk-Southern requires a fee for surveyors to be allowed within Norfolk-Southern's R/W (and perhaps the hiring of a flagman on an hourly basis). How should the fee cost be incorporated into the proposal costs?
ANSWER: It will be the responsibility of the contractor to contact Norfolk-Southern to make arrangements and pay any necessary fees to access their property for work required under this contract.
- 2) **QUESTION:** We seek clarification on the construction observation services weekly time of 4 hours. Does the 4 hours include transportation to and from the site and the generation of a report, or does the 4 hours only apply to the actual site observation?
ANSWER: Travel, food lodging, to and from site are part of overhead expenses. All cost expressed within the proposal shall include profit and overhead.
- 3) **QUESTION:** Will the contractor be tasked to complete the project within 12 weeks? If so, should he miss the deadline, will the engineer be able to recoup additional construction observation services on the same hourly basis?
ANSWER: Please see revised Scope of Work attached to this addendum for clarification regarding construction administration.
- 4) **QUESTION:** Is it the County's intent to service all properties along the corridor with water laterals?
ANSWER: A service lateral is required to each property along the corridor in the Service Delivery Area. A map of the Service Delivery Area will be provided to the awarded contractor.
- 5) **QUESTION:** Are Blue Jay and McCall Roads both County Roads?
ANSWER: Yes.
- 6) **QUESTION:** Is there a preferred side of the road for the watermain location?
ANSWER: The preferred route is along the south side of Blue Jay Road and along the west side of McCall road. The final connection at McCall Road is on the east side.

- 7) **QUESTION:** Section 3.9 **FORMAT OF RESPONSES of the RFP states:** *“To be considered, Vendors must submit a complete response to the request for proposals. Proposals are to be submitted in 8½” x 11” size, typed or printed in ink and bound with a simple method of fastening. Lengthy narratives are discouraged; presentations should be brief and concise and not include extraneous or unnecessarily elaborate promotional material. The proposal should not exceed 50 pages in length, excluding appendices (if any). To assure a uniform review process and obtain the maximum degree of comparability, each proposal shall include the following content and shall be presented in the following order.”* Is 11” x 17” paper allowed? Does the 50 page count include tabs, cover page and required forms?

ANSWER: Yes, 11” x 17” paper is allowed. No, the 50 page count does not include tabs, cover page and required forms.

- 8) **QUESTION:** Are there any DBE requirements on this project?

ANSWER: No.

- 9) **QUESTION:** Is it the County’s intent to proceed with the roadway widening project on Blue Jay and McCall intersection before starting this project?

ANSWER: No.

- 10) **QUESTION:** This RFP is titled ‘Professional Services Blue Jay Rd Waterline Extension A’ – will there be further extension projects?

ANSWER: The County can confirm that there is going to be a project titled ‘Professional Services Blue Jay Rd Waterline Extension B’.

- 11) **QUESTION:** In Section 5.1.1 Surveying Services of the RFP, it states "Topographical survey of the proposed water main route from the centerline of Blue Jay Road to the edge of Blue Jay Road right-of-way." I'm assuming that topographical survey should include the entire proposed water main route, approximately 12,000 feet from the connection on Blue Jay Road (at the 12-inch PVC line) to the connection on McCall Road (at the 16-inch DIP line). Not just on Blue Jay Road.

ANSWER: A topographical survey is required for the entire proposed water main route. See revised Section V Scope and Classification, copy enclosed this addendum.

END OF QUESTIONS

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Please make the following changes to the RFP :

SECTION V - SCOPE AND CLASSIFICATION

Delete: **Section V - Scope and Classification** in its entirety from original RFP.

Add: **Revised Section V - Scope and Classification** copy below

SECTION III – REQUEST FOR PROPOSAL

Amend item:

3.3 FEE PROPOSAL: Provide a completed Fee Proposal (ATTACHMENT A).

to read:

3.3 FEE PROPOSAL: Provide a completed Fee Proposal (ATTACHMENT A) in a separate sealed envelope in the RFP packet and mark it “RFP NO. 20-105-001 - FEE PROPOSAL”

Amend item:

3.6 CONFIDENTIALITY OF DOCUMENTS:

Upon receipt of a proposal by the County the proposal shall become the property of the County without compensation to the Vendor, for disposition or usage by the County at its discretion. Due to the fact that the proposals will be subject to review for accurate qualifications, only the respondent names who submit proposals to this RFP and the total bid price will be read aloud publicly. The details and particulars of the proposal documents will remain confidential until final award of the contract.

to read:

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REVISED - SECTION V
SCOPE AND CLASSIFICATION

5.1 SCOPE OF WORK:

Design the loop for the east side of the system. To include surveying, wetland delineation, design and preparation of construction plans and specifications, permitting services, to let for bid, to perform contract administration and observation services and to close out the project and record drawings to include as-built survey.

All services include profit and overhead such as license fees, office equipment and supplies, food, lodging, travel expenses, field survey equipment, and safety equipment including personal safety equipment. Ownership of documents are for the sole benefit of Effingham County.

5.1.1 SURVEYING SERVICES:

Topographical survey of the proposed water main route from centerline of Blue Jay Road to the edge of Blue Jay Road right-of-way and from centerline of McCall Road to the edge of McCall Road right-of-way. Surveying Norfolk-Southern Railroad property at crossing location and locations of existing valves for new water line connection.

5.1.2 WETLAND DELINEATION SERVICES:

Delineate wetlands along the route and include the applicable boundaries in the topographic survey and reports.

5.1.3 DESIGN SERVICES:

To include the design and preparation of Construction Plans and Specification for the permitting and construction of the proposed water main, valves, fire hydrants, laterals to property owners on both sides of road and associated appurtenances, connections to existing water lines, coordination with other existing services coordination with other work concurrent and current work with close proximity to this project i.e. Blue Jay and McCall intersection improvements.

5.1.4 PERMITTING SERVICES:

Prepare and submit permitting packages to applicable authorities for the project. Permitting is for Design phase and construction phase. Permit packages expected to be required for, but not limited to: Norfolk-Southern Railroad, Georgia EPD, NPDES, Georgia Soil and Water Conservation Commission and the U.S. Army Corps. of Engineers.

5.1.5 PERMITTING SERVICES (if necessary):

Prepare a Nationwide Permit application to the U.S. Army Corps. of Engineers for any wetland crossings. FEE WILL NOT BE BILLED IF A WETLANDS PERMIT IS NOT REQUIRED.

5.1.6 BIDDING SERVICES:

Prepare construction documents, including plans and specifications necessary for contractor bidding of the project. Assist in preparing a project advertisement, the distribution of bid documents, attending a pre-bid meeting, preparing addenda to

respond to bidder questions, attending a bid opening, analyzing bids received and recommending award of the project. (Assume all work will be bid as a single project).

5.1.7 CONTRACT ADMINISTRATION SERVICES:

Include:

- (1) Preparation of contracts for project;
- (2) Arranging and attending pre-construction meeting;
- (3) Receive and review submittal and maintain submittal log;
- (4) Receive and respond to RFI's and maintain RFI log;
- (5) Issue field directional at the request of owner,
- (6) Receive and review change order, advise on recommendation and maintain change order log;
- (7) Review and certify pay requests;
- (8) prepare deficiency list and on site review of completed items on deficiency list (two visits required);
- (9) Receive and review close out documents;
- (10) Accept verbal communication from contractor and owner for coordination.

5.1.8 CONSTRUCTION OBSERVATION SERVICES:

Perform periodic observation site visits during construction and a final site visit before project close-out. (Base this fee estimate on 4 hours per week for 20 weeks). TASK WILL BE BILLED HOURLY ON A NOT TO EXCEED WITHOUT PRIOR APPROVAL BASIS.

5.1.9 PROJECT CLOSEOUT AND RECORD DRAWINGS:

Prepare close-out documentation and record drawings for the County's use. As-built survey with record drawings shall include GPS coordinates for all major system components and be sealed and signed. Provide 1 paper copy and electronic files in Auto CAD (.dwg) and PDF format. As-built survey, by licensed land survey and certified by a professional Engineer (PE)

5.1.10 STATEMENT OF PROBABLE CONSTRUCTION COST

N/A

5.1.11 SCHEDULE OF REIMBURSABLE EXPENSES

None

5.1.12 SCHEDULE OF HOURLY RATE

Provided by Proposer. Enclose within Proposal

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Addendum No.1
RFP No. 20-105-001
Professional Services Blue Jay Rd Waterline Extension A

All other terms and conditions in RFP 20-105-001 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

PRE-BID SITE VISIT AND MEETING SIGN IN SHEET

PROJECT : RFP No. 20-105-001 - Professional Services Blue Jay Rd
Waterline Extension A

MEETING DATE : 08-12-19

Name - PLEASE PRINT	Arrival Time	Company - Name and Address	Phone	Email - PLEASE PRINT
Fiona Charleton		Effingham County Board of Commissioners, 601 N Laurel Street, Springfield, GA 31329	912-754-2159	fcharleton@effinghamcounty.org
ERICH TOLKSDORF		EOM OPERATIONS	912-445 0050	ETOLKSDORF@EOMWORKS.COM
MARK PICKERING	10:50	COLEMAN COMPANY	912-200- 3041	MPICKERING@CCI-GAV.COM
Chris Burke	10:52	Hussey Gay Bell	912-354 4626	cburke@husseygaybell.com
Wes Sherrod	10:53	Parker Engineering	912-764- 7722	wsherrod@parker-engineering.com
TOSS ALLEN	10:54	ALLEN ENGINEERING	(912) 667-2667	tallen@allenengineering.org
Barrett Neal	10:55	GWES, LLC	912-237-8460	bneal@gwesllc.com
Steven Miller	11:00	Thomas & Horton	912 721 4107	miller.steven@tandh.com