

**ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT**

REQUEST FOR PROPOSALS NO. 22-DES-RFP-19

ADDENDUM NO. 1

Arlington County Request for Proposals No. 22-DES-RFP-19 for Architecture & Engineering (A/E) Services is amended as follows:

1. Replace **paragraph 7.5.3** with the following:

7.5.3 Provide a one-page resume for each position below listing the name, experience, qualifications such as professional registration, registration number and relevant certifications for proposed key team members who will be responsible for the management, technical work and quality control of projects for each of the specialization areas. Professional staff shall have training, experience and certifications as required by all applicable federal, state and local laws and regulations:

7.5.3.1 For Architectural and related multi-disciplinary services Specialization area;

- 7.5.3.1.1 Principal
- 7.5.3.1.2 Project Manager
- 7.5.3.1.3 Project Architect
- 7.5.3.1.4 Landscape Architect
- 7.5.3.1.5 Specification Writer
- 7.5.3.1.6 Cost Estimator
- 7.5.3.1.7 Project Engineer
- 7.5.3.1.8 Mechanical Engineer
- 7.5.3.1.9 Electrical Engineer
- 7.5.3.1.10 Tele-communication Engineer
- 7.5.3.1.11 Structural Engineer
- 7.5.3.1.12 Civil Engineer
- 7.5.3.1.13 Security Engineer
- 7.5.3.1.14 Geotechnical Engineer
- 7.5.3.1.15 LEED accredited Architect and/or Engineer
- 7.5.3.1.16 Interior Designer
- 7.5.3.1.17 Technical Support (CAD operators)
- 7.5.3.1.18 Clerical Support

7.5.3.2 For Mechanical, Electrical and Plumbing Engineering and related multi-disciplinary services Specialization area;

- 7.5.3.2.1 Principal
- 7.5.3.2.2 Project Manager
- 7.5.3.2.3 Architect
- 7.5.3.2.4 Specification Writer
- 7.5.3.2.5 Cost Estimator
- 7.5.3.2.6 Project Engineer
- 7.5.3.2.7 Mechanical Engineer
- 7.5.3.2.8 Electrical Engineer
- 7.5.3.2.9 Tele-communication Engineer
- 7.5.3.2.10 Structural Engineer

- 7.5.3.2.11 Security Engineer
- 7.5.3.2.12 LEED accredited Engineer
- 7.5.3.2.13 Technical Support (CAD operators)
- 7.5.3.2.14 Clerical Support

7.5.3.3 For Civil, Geo-technical and Structural Engineering and related multi-disciplinary services
Specialization area

- 7.5.3.3.1 Principal
- 7.5.3.3.2 Project Manager
- 7.5.3.3.3 Architect
- 7.5.3.3.4 Landscape Architect
- 7.5.3.3.5 Specification Writer
- 7.5.3.3.6 Cost Estimator
- 7.5.3.3.7 Project Engineer
- 7.5.3.3.8 Structural Engineer
- 7.5.3.3.9 Civil Engineer
- 7.5.3.3.10 Geotechnical Engineer
- 7.5.3.3.11 Technical Support (CAD operators)
- 7.5.3.3.12 Clerical Support

2. The following are answers to questions received from potential bidders:

Questions	Answers
1. Section 7.6.2 This section indicates that “each reference should come from a different client”. Can the references come from different departments within the same jurisdiction? (ie Arlington Public Schools and Arlington Parks & Recreation)	1. Section 7.6.2 - Affirmative, references can be from different departments within the same jurisdiction
2. Section 7.5.4 Is this a requirement for all three specialization areas or only the MEP and Architectural?	2. Section 7.5.4 - The LEED requirement is for Architects, Landscape Architects, Mechanical Engineers, Electrical Engineers and Civil Engineers. The ASHRAE 90.1-2010 is for Mechanical Engineers. Also see Addendum #1.
3. Section 7.5.3.14 Does the requirement for a LEED Engineer refer to an individual Engineer with LEED certifications or for the team to include a LEED Consultant/Specialist?	3. Section 7.5.3.14 – Affirmative, this requirement refers to individual Engineers with LEED certification
4. Section 7.5.3 Can the County clarify which disciplines would only apply to the Civil, Geotechnical, and Structural Specialization Area.?	4. Section 7.5.3 – See Addendum #1

<p>5. Section 7.5.3, there are 17 disciplines listed. Is it your intent to have one Consultant provide all 17 disciplines (including the use of subconsultants) or for the Prime to only demonstrate those that would be performed by in-house staff?</p>	<p>5. Section 7.5.3 – No, the prime Firm can also use sub-consultants to be part of their team.</p>
<p>6. Section II, Page 4 / Item 4 indicates that being both a Prime and Subcontractor on competing proposal is not permissible. Can you confirm that this would not apply to a firm being a Prime in one Specialization Area, and a subcontractor in another (non-competing proposal)?</p>	<p>6. It is permissible to be a prime Firm in one specialization area and a sub-consultant in another specialization area.</p>
<p>7. For the Structural group only, what are the key staff requirement positions? There are 17 listed on the RFP but if we are only submitting for the Structural category, do we need to present all 17 resumes?</p>	<p>7. Refer to the Replaced paragraph 7.5.3</p>
<p>8. Specialization Area 3 - Civil, Geotechnical, and Structural Engineering, can a company specialize in one area or does the company/team need to be able to perform the three items listed in that category?</p>	<p>8. The Company must be able to perform the three items listed in that category</p>
<p>9. Can you confirm that if our firm pursues one or more specialization areas as Prime consultant, we are unable to join another firm's team as a subconsultant for a different specialization area?</p>	<p>9. It is permissible to be a prime Firm in one specialization area and a sub-consultant in another specialization area.</p>
<p>10. If our firm submits for two specialization areas, will each specialization area be evaluated separately or together? For example, if we submit for the Architectural and MEP specialization areas and the County favors our Architectural proposal/qualifications more than the MEP, will the weaker MEP proposal/qualifications affect consideration for an Architectural contract?</p>	<p>10. One firm can only apply for more than one specialization area, separately. Your firm will be evaluated separately based on the requirements for each specialization area.</p>
<p>11. If an architectural firm is submitting a proposal for the architectural and related multi-disciplinary services specialization, are they required to provide a sub-consultant team? If so, which sub-consultant disciplines are required?</p>	<p>11. It is permissible to provide a sub-consultant team, but it is not a requirement.</p>
<p>12. Can the County verify the duration of the</p>	<p>12. These contracts will have a term of one base</p>

contract? We are interested in finding out if this is for a 5-year contract, a 2 year with 3, 1 year extensions, or some other variation.	year with four (4) additional one-year option years.
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The balance of the solicitation remains unchanged.

Arlington County, Virginia

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RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR PROPOSAL:

OFFEROR ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 1.

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____