

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

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

ADDENDUM NO. 3

Arlington County Request for Proposals No. 22-DES-RFP-19 for Architectural & Engineering (A/E) Services is providing the answers below to questions received from potential Offerors:

Questions	Answers
1. Would the County share the magnitude of past work – by each service specialty – ordered through current/existing term contracts that will be replaced by these new term contracts when selections and awards are finalized?	1. Please refer to current contracts on Vendor Registry.
2. Will (or does) the County have SWaM utilization requirements for these contracts, such as to exceed 42% utilization per Executive Order 35?	2. No.
3. Will the County accept projects designed to meet LEED Silver or higher certification standards without formal certification, especially when such certification was not pursued by the owner yet mandated for the design and construction standards of their project?	3. No, the County will not accept projects without an actual certification
4. On Page 27, can the listing of five projects also include the listing of three LEED Certified project? Or is the County asking for a total of eight different projects to showcase for this evaluation factor?	4. The listing of the five referenced projects can include the three LEED certified projects
5. On Page 27, the minimum of three LEED Certified referenced projects are stated to be aged for completion within the past five years. However, on Page 24 under Mandatory Requirements, it is stated that a minimum of three projects must be certified LEED Silver or higher in the past eight years. Will the County accept Referenced Projects that have been LEED Certified to be completed within the past eight years versus five to comply with the Mandatory Requirements?	5. Correction- On page 27, the first part of paragraph 7.6.2, shall read “ Listing of three (3) LEED certified (minimum Silver) buildings where similar services have been provided and completed by the Offeror within the past eight (8) years (applicable to A&E and MEP Specialization Areas only). Projects must have obtained certification. Certification number must be provided. The County will verify certification numbers with USGBC certified LEED project database”
6. If this solicitation is intended for the next generation of term contracts as prescribed within the RFP, can the County share who are the incumbents or current contract holders for each of the three areas of service specialties?	6. Please refer to current contracts on Vendor Registry.

<p>7. In section 7.2.4, it states that A & E specialization offerors must have conducted and completed a minimum of 3 LEED Silver projects within the last 8 years. Could these projects be completed by the Architecture firm and the consultants they list on their team ? Or must they be by the main Offeror ?</p>	<p>7. No, it must be from the main Offeror</p>
<p>8. In section 7.2.4, it states that A & E specialization offerors must have conducted and completed a minimum of 3 LEED Silver projects within the last 8 years. Could these projects be completed in the last 10 or 12 years ? Would that be considered non-responsive?</p>	<p>8. These projects must have been completed within the last eight (8) years.</p>
<p>9. Would the County reconsider revising LEED requirements to include projects that are still in the LEED certification process?</p>	<p>9. No, projects must meet the requirements stated.</p>
<p>10. Please clarify two-sided sheet as this is an electronic submission, does this mean we get twice as many pages stated in the RFP? Is there a page limit to the Introduction of Offeror?</p>	<p>10. After considering that this is electronic submission, the requirement of one page refers to one-electronic page (8.5 x 11, one-side). Therefore, the following page limitation requirement for each criteria has been revised as follows:</p> <ul style="list-style-type: none"> • Introduction of Offeror – one(1) page • Project Approach & Understanding of Scope – four(4) pages for each specialization area • Skills and Experience of Project Team, Organizational Chart and Team Description - two (2) pages • Skills and Experience of Project Teams, resume of professional positions – one (1) page per each resume • Referenced Projects – two (2) pages for each referenced project
<p>11. Section 7.6.1 requires a list of five project/client references, and 7.6.2 requires three LEED certified projects. Are the three LEED certified projects to be included among the five projects in 7.6.1 for a total of five projects? Or should we submit a total of eight projects (five projects where we performed similar projects and three LEED certified projects)?</p>	<p>11. The listing of the five referenced projects can include the three LEED certified projects</p>
<p>12. Are resumes required for the administrative functions (Clerical Support and Specification Writer) and support (CAD Operator)? Or will Arlington County allow firms to illustrate these</p>	<p>12. Resumes are required only of the professional staff i.e. Architects, Engineers, Interior Designers</p>

<p>functions and depth of staff on the organizational chart only (no resume required for Clerical Support, Specification Writer, and CAD Operator)?</p>	
<p>13. In Amendment 2, the answer to Question 2 states that “The LEED requirement is for Architects, Landscape Architects, Mechanical Engineers, Electrical Engineers and Civil Engineers.” However, there is not a discipline-specific LEED AP (example: Mechanical LEED AP, Electrical LEED AP, etc.) required in 7.5.3.1. - 7.5.3.3. There is also no LEED AP listed in the Civil/Geotechnical/Structural specialization (7.5.3.3.). Please confirm the LEED requirement is only for the Architecture and MEP specialization areas as listed in 7.5.3.1.15, 7.5.3.2.12, and 7.2.3 of the original RFP.</p>	<p>13. LEED requirement is <u>only</u> for Architecture and MEP specialization areas</p>
<p>14. Amendment 2, 7.5.3. lists Telecommunication Engineer as a required discipline in two of the specialization areas. Will Arlington County accept an RCDD (Registered Communications Distribution Designer) certified by BICSI (Building Industry Consulting Services International) in lieu of a PE? An RCDD is specifically trained in the design, integration, and implementation of telecommunications and data communications transport systems, and their required continuing education ensures they have the knowledge specific to their industry's emerging technologies.</p>	<p>14. Yes, this certification is acceptable</p>
<p>15. Amendment 2, 7.5.3. lists “Project Engineer” as a position for which a resume is needed in all three specialization areas. As all the other engineering positions required are already listed by discipline (example: Mechanical Engineer, Electrical Engineer, Civil Engineer, etc.), what discipline of engineering does Arlington County require for the “Project Engineer”?</p>	<p>15. The Project Engineer can possess any discipline of Engineering related to the building industry</p>
<p>16. On page 22 of the RFP, second paragraph under 2. Proposal Submission states “ONLY ELECTRONIC SUBMISSION IS ALLOWED, NO PROPOSAL SUBMITTED OTHER THAN A VENDOR REGISTRY ELECTRONIC UPLOAD WILL BE ACCEPTED.” In Addendum 2, the answer provided to Questions 3 and 4 state that “a page is defined as “a two-sided sheet” of an 8.5” x 11” page.” As this is an electronic submission (not a paper submission that would allow double-sided printing), is Arlington County doubling the page</p>	<p>16. After considering that this is electronic submission, one page refers to one-electronic page (8.5 x 11, one-side). Therefore, the following page limitation requirement for each criteria has been revised as follows:</p> <ul style="list-style-type: none"> • Introduction of Offeror – one(1) page • Project Approach & Understanding of Scope – four(4) pages for each specialization area • Skills and Experience of Project Team, Organizational Chart and Team

count for each section? For example, in 7.4 – Project Approach and Understanding, each specialization area will actually have a limit of six pages - not three pages (as stated in the RFP and Amendment 2), etc.?	Description - two (2) pages <ul style="list-style-type: none"> • Skills and Experience of Project Teams, resume of professional positions – one (1) page per each resume • Referenced Projects – two (2) pages for each project
17.Does Arlington County have a list of current On-Call contract holders that could be shared?	17. Please refer to current contracts on Vendor Registry.
18.Does Arlington County anticipate using this contract for VDOT funded projects?	18. The County isn't ruling out this possibility.
19.Does Arlington County anticipate using this contract for MS4 Services?	19. The County isn't ruling out this possibility.
20.In section 7.6 - Referenced Projects - are we able to use an On-Call contract as one of our five referenced projects?	20. To be clear, reference projects must be completed and conform to the requirements. Conforming projects include new projects or renovation projects. Therefore, projects completed in stages or segments using on-call contracts, <u>do not conform</u>

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 3.

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____