



## RFP#2023-001 DISASTER DEBRIS MONITORING

### ADDENDUM 1

**Return to:** Lumpkin County Board of Commissioners  
Ryan McDuffie, Purchasing Agent  
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Dahlonega, GA 30533

**Bid Closing Date:** February 9, 2023 at 2:00 PM, EST  
**Bid Issue Date:** January 11, 2023  
**Addendum Issue Date:** January 31, 2023 at 5:00 PM, EST  
**Pages:** 2  
**By:** Ryan McDuffie, Purchasing Agent

**Vendor Name:** \_\_\_\_\_  
(A copy must be attached to the Addenda Acknowledgement)

1. Will the County be able to provide information from the pre-proposal meeting (e.g., who attended, information provided, etc)?
  - a. Yes. There were no attendees other than County staff for the pre-proposal meeting.
2. RFP Section 2, Scope of Work, "Debris Monitoring and Administration," Section B (RFP Page 5) indicates that the consultant will remove employees upon notice from the County. Would the County be agreeable that prior to anyone being removed, that the County will work with the Project Manager to resolve any issues?
  - a. Yes, but this will depend upon the type of issue and level of severity.

Regarding RFP Section 3, Mandatory Proposal Requirements, Volume I – Qualifications Proposal (Page 14), to ensure that we are compliant in providing the right information in each section of the proposal:

3. Please clarify the desired content for the section on "Company/Firm/Key Principal Qualifications and Capabilities."
  - a. Qualifications and capabilities of Officers to perform administrative or other related tasks in ensuring the work is organized and carried out efficiently and correctly.
4. Please clarify the difference between "Experience on Similar Projects" and "Company/Firm Qualifications", since both address company experience.
  - a. Experience on similar projects and experience are not synonymous. Please differentiate between experience on similar projects, including execution, and experience that is obtained through training or education.
5. Please clarify the difference between "Key Principal Qualifications" and "Qualifications and Abilities of Professional Personnel" since both address personnel qualifications.

- a. These refer to your different levels on your organization chart. What qualifications are present at each level to ensure the work is carried out correctly?
6. Tab 5 “Client References for Similar Projects” and the “Proposers Qualification Sheet” both request client reference information. Are these to be the same references in each section or different references?
  - a. These references can be the same but may not be. Tab 5 allows for you to include any written references or testimonies available. The Qualifications sheet allows for you to include contact information for any other vendors we could contact to obtain references.
7. RFP Section 5.14, Insurance, Section 6 (RFP page 18) requires the contractor to provide evidence of insurance within 5 days. Would the County be agreeable to ten (10) days of written notice?
  - a. Yes.
8. The “Proposer’s Execution of Proposal Form” (RFP Page 25) requires that the Contractor certify that we agree to the conditions with no exceptions. However, RFP Section 1.9 (Page 3) indicates that we should provide any desired exceptions. If we propose exceptions, how should we acknowledge that on the Execution of Proposal Form”?
  - a. Do not place an X in the blank space beside this statement and make a note next to this condition that you have supplied exceptions. This will not exclude you from consideration.
9. The Hourly Rate Schedule (RFP Page 28) requests an estimate of hours for each position for a “typical work week.” Based on the scenario provided, what is the anticipated duration of the project (e.g., 30 days)? This will affect the hours in a “typical work week” for those positions that are not required full time. Furthermore, the information about the project duration is needed to ensure that all contractors are evaluated fairly with the same basis.
  - a. Until the occurrence of an event and the time of an activation, we would not be able to identify the duration of the project.
10. The Hourly Rate Schedule (RFP Page 28) includes the positions of Senior Technician/Field Supervisor (#4) and Supervising Monitor (#8) but does not include an Operations Manager, which is a standard position in debris monitoring operation. The job descriptions provided on RFP page 9 suggest that the “Senior Technician/Field Supervisor” is fulfilling the functions of the Operations Manager, and the “Supervising Monitor” is fulfilling the functions of the typical Field Supervisor. To ensure consistency in how bidders price these positions, would the County consider amending the table to change #4 to “Operations Manager” and #8 to “Field Supervisor”?
  - a. Please use the job description to identify the hourly rate. If job titles need to be changed, this can be identified and matched at time of contract negotiation to meet the vendor’s job titles.