

ADDENDUM ONE
PROFESSIONAL SERVICES FOR ON-CALL BLANKET CONTRACTS
For
LANDSCAPE ARCHITECT (LA) DESIGN
CONTRACT NO. S-16-011
CITY OF CHATTANOOGA, TENNESSEE

The following changes shall be made to the Request For Qualifications:

I. Q&A

Q1. For the submittal documents, are pdf files acceptable for the electronic copy?

A1. Yes, a PDF is sufficient.

Q2. Is it preferred that the Design Landscape Architect also provide the services of Construction Engineering Inspection (CEI)?

A2. While the intent of this RFQ is to provide landscape design services as needed for City projects, there may be a need to have CEI services which can be negotiated in the supplemental component of the contract(s).

Q3. Does the City have a preference for Landscape Architecture Design-Build services over Landscape Architecture Design services?

A3. The RFQ is intended to provide LA design services.

Q4. Was a previous LOI required for consultants to submit qualifications for this RFQ?

A4. The submittal of the Qualification Package is considered to be your Letter of Interest.

Q5. Who will be the City's project manager?

A5. An employee of the City's Public Works Water Quality Dept.

Q6. Are the selection criteria listed in 4.3 weighted?

A6. Yes

Q7. What are the other factors under 4.3 H?

A7. It can be something that has not been specified in 4.3 A through 4.G. that the City Engineer could later identified to be pertinent to this RFQ review. For this RFQ, we do not plan to utilize 4.3 H as a ranking component.

Q8. Will the scoring or ranking be made available after the selection?

A8. You may contact the Purchasing Dept after the City of Chattanooga Council Action.

Q9. In Section 3.2. B., it states that resumes for 3 key members including the project manager and all key technical personnel should be provided. Is there a limit to the number of resumes to be submitted?

A9. No limit. Although submittal reviewers are not obligated to review an exceedingly long list of resumes from the prime and subcontractors, you may include more than three. The quality (education and experience) of a few key personnel will outweigh the quantity of resumes. List all resumes in descending order of relevance or by some other visual cue so that your submittal makes it obvious which personnel will be spending the most time or be most instrumental in making recommendations and providing deliverables.

September 2, 2016

/s/ Justin C. Holland, Administrator
City of Chattanooga
Department of Public Works