

CHATHAM COUNTY PURCHASING & CONTRACTING DEPARTMENT

ADDENDUM NO. 1 TO QBS 11-5-4

**FOR: DESIGN AND ENGINEERING SERVICES FOR THE NEW ISLANDS BRANCH
AND GARDEN CITY BRANCH LIBRARY FACILITIES**


**PLEASE SEE THE FOLLOWING FOR ADDITIONS, CLARIFICATIONS AND/OR
CHANGES:**

SEE ATTACHED SHEETS (2) FOR RESPONSES TO QUESTIONS RECEIVED..

THE PROPOSALS REMAIN DUE: 2PM, NOVEMBER 30, 2010

**THE PROPOSER IS RESPONSIBLE FOR MAKING THE NECESSARY CHANGES AND
MUST ACKNOWLEDGE RECEIPT OF ADDENDUM.**

11-23-10
DATE



ROBERT E. MARSHALL
SENIOR PROCUREMENT SPECIALIST
CHATHAM COUNTY

ADDENDUM 1

QBS 11-5-4 DESIGN AND ENGINEERING SERVICES FOR THE NEW ISLANDS BRANCH AND GARDEN CITY BRANCH LIBRARY FACILITIES

Questions Received:

Q. Are we supposed to include Page 13 (proposer certification) since we are NOT being asked for a fee at this point?

A. The part referencing "prices" is part of the boiler plate which is used with QBS and RFP packages, where fees are part of the proposal. In this case, you need to sign this page to verify that you have read the instructions and understand them. The reference to "prices" does not apply QBS.

Q. Section II (Experience) Basis of Evaluation, item 2.b (page 18). Can you be more specific about "reporting to the State of Georgia"? Are you referring to the State Fire Marshal or other code / permitting related concerns?

A. This simply means to reference any projects to where you had to report and follow State of Georgia requirements and regulations (government projects in Georgia).

Q. Page 19, III QUALIFICATION, #4b - Does description include all categories and how personnel function within categories? Please explain what categories.

A. The categories basically are Project Manager, persons who will have day-to-day responsibilities and what those responsibilities will be, key personnel necessary for implementing the project and all who are LEED certified. Basically, a good description of all personnel you are proposing for this project.

Q. In reference to "Experience", would the County consider extending the 5 year period due to the length of time many of these projects take and the slow market in the last couple of years?

A. List projects that are fairly close to the five year limit.

Q. Are the certificates of Insurance to be submitted with the proposals or before contract signing?

A. The County will need your Certificate of Insurance at the time of the contract signing.

Q. It appears that the signed statement on pages 2 & 13 are about the same thing. Should both be signed and returned?

A. Yes.

Q. Is the Drug-Free Workplace form (attachment A) the only one to be filled out by each of our consultants as well as the prime consultant?

A. Yes.

Q. At the Pre-Proposal conference, something was said about providing a data consultant, but we are unclear on this since nothing was mentioned in the QBS. Can you clarify?

A. *The County or Library Board will not be providing any data consultant for this project. It is the choice of the Prime Consultant to either use a data consultant or not.*

Q. Is the County considering local participation in its grading criteria?

A. *In this current economic climate, it will be a consideration.*

Q. Is there a % of participation the County is looking for to achieve for MBE/WBE or local participation?

A. *In construction bids, the County lists a certain % of M/WBE participation under "Good Faith Effort". In QBS/RFP professional services, a % goal is not set, but points are given to firms that have made efforts to include any M/WBE subconsultants in this project.*

NOTE: Any Geotechnical work necessary for both locations is the responsibility of the Design Consultant.