



September 28, 2015

**Re: #15RFP98496K-JD – Standby Professional Services for Facilities Related Planning, Design, Engineering and Assessments – Engineering Services for Transportation**

Dear Proposers:

Attached is one (1) copy of Addendum 1, hereby made a part of the above-referenced Request for Proposal (RFP).

Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged and in full force and effect.

Sincerely,

*Joyce Daniel*

Joyce Daniel  
Assistant Purchasing Agent

This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

Response to Questions:

1. Page 3-1, section 3.1.1, directs that the technical proposal, cost proposal, and contract compliance exhibits shall be submitted in separate, sealed envelopes. On Page 3-2, section 3.1.2, the directions are to submit originals of the contract compliance exhibits and financial information with the technical proposal and a copy of each in separate sealed envelopes. Do the originals submitted with the original technical proposal need to be in separate sealed envelopes as well, or can all these originals be in one envelope?

Answer: The Originals are to be submitted as follows: Technical Proposal Original in separate sealed envelope with the CDs. Separate sealed envelope with Contract Compliance documents; separate sealed envelope with Financial Information. These three envelopes can be put in one (1) envelope and sealed. **The Cost Proposal will be in a separate sealed envelope, and is not to be put in the envelope with the Technical Proposal, Contract Compliance and Financial documents.**  
**Do not include any financial information or cost proposal information on the CDs**

2. Should the CD of the technical proposal include PDFs of the contract compliance exhibits and financial information?

Answer: Contract Compliance information can be on the CD. **No financial can be on the CD.**

3. The proposal checklist states that Exhibit G: Prime Contract/Subcontractor Utilization Report (page 6-14) should be included in the proposal. How should this be filled out? Just prime and subcontractor names and project information?

Answer: Exhibit G is to be included in the proposer's submittal and noted as N/A. Only the awarded proposer will be required to submit this information once the Board of Commissioners has awarded the project.

4. Page 7-4 is a form on Protection of Property. Is this to be signed and included with the Evidence of Insurability?

Answer: Yes, it is to be signed and returned with the Technical Proposal originals.

5. The proposal checklist requests a Georgia Utility License Number for each bidder/proposer – is this correct?

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Answer: This will not be applicable.

6. On page 10-3, the second page of the submittal check list, item 13 states: Verify Georgia Utility License Number and attach a copy of print out for each Bidder/Proposer. Is this applicable for this proposal? This is utility license is for contractors, not engineering consultants.

Answer: This will not be applicable.

7. Please provide a list of minority owned businesses within Fulton County.

Answer: Proposer's can go to [www.fultoncountyga.gov](http://www.fultoncountyga.gov), Bid Opportunities, M/MFBE Directory or contact the Office of Contract Compliance for information at 404-612-6300.

8. Did the county misstate the requirement to submit the GDOT PDP Certificate and instead meant to state submit the GDOT Prequalification Certificate?

Answer: No it was not incorrectly stated. GDOT PDP Certificate is to be submitted.

9. On page 3-4, you've mentioned architectural, mechanical, and electrical elements. Do you anticipate any vertical design as part of this contract?

Answer: Yes

10. Could you explain item #1 of Section 4 further? You are requesting us to list the percentage of time key personnel will spend on the project. Being that we don't know the details of the project, it will be difficult to provide accurate information.

Answer: Do an estimate.

11. What are the requirements for PDP certification?

Answer: Contact the Georgia Department of Transportation for information.

Can we meet the PDP requirement by having at least one engineer on our team certified for GDOT PDP?

Answer: Yes, an engineer on the proposer's team with GDOT PDP certification will qualify the team for this proposal.

GDOT PDP certification is good for 3 years as of June 2014, and prior to this it was 2 years. **A current GDOT PDP certificate is to be provided with the proposer's submittal.**

12. The Georgia Utility License is a requirement for contractors. Are engineering firms expected to have this license in order to submit on this RFP?

Answer: This will not be applicable.

#### **ACKNOWLEDGEMENT OF ADDENDUM NO. 1**

The undersigned Proposer acknowledges receipt of this Addendum by returning one (1) copy of this form with the proposal submittal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, S.W., Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time, **Monday, October 5, 2015, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title