



FULTON COUNTY

September 24, 2015

Re: 15RFP082615K-DJ, Facilities Condition Assessment

Dear Proposers:

Attached is one (1) copy of Addendum #3, 15RFP082615K-DJ, hereby made a part of the above-referenced Request for Proposal (RFP).

The proposal due date has been changed to Friday, October 2, 2015 at 11:00 A.M.

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

Sincerely,

Donna Jenkins

Donna Jenkins
Contracting, Chief Assistant

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

QUESTION 1. Please clarify the deliverable requirements for the database to be provided to the County. On page 3-2, the requirement is stated as a downloadable format such as a CSV file; however, on page 3-7 item 18, it is stated to be housed in a software system available to the County for ongoing management.

RESPONSE: The County presently has databases, established as a result of previous assessments. the assessment deliverables (now to be delivered in 2 phases) will have to be in a format that can be entered into an existing database, hence we are requesting the assessment results be provided in a non-proprietary format, such as csv. the county will provide the exact order for the format, for the data to be delivered, to the vendor awarded the assessment project.

QUESTION 2. The contract term is stated as no more than 180 days upon notice to proceed. What is the County's expectation of access to potential software solutions housing the data developed by the assessment process, after the end of the contract term?

RESPONSE: Issues, such as this, can and will be discussed with the vendor awarded the assessment. The County is open to any creative ongoing ways to assure the data continues to be accurate.

QUESTION 3. Section 3.3 refers to a "prioritization code" for each deficiency identified. Will Fulton County provide a definition for these or are proposing firms to provide their own based on industry accepted standards?

RESPONSE: "The written report shall also include an on-site facility assessment of the physical condition and cost of repairs and replacements, along with prioritization of any needed repairs or recommendation for replacement.

The Consultant shall conduct an on-site facility condition assessment of each facility and condition overview for all identified County facilities.

The Consultant shall use the ASTM E2018-8, Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process as a guide to collect facility assessment data and to identify and communicate physical deficiencies of each facility and its individual systems or equipment.

The Consultant shall determine the Facility Condition Index (FCI) of each facility.....”

The intent is to use the established fci index, for the overall facility condition, as well as each major component and each major system within the facility. we need to have a ranked ordered condition assessment, so that the county can determine the priority of repair and replacement of components and systems for the next 5 years.

QUESTION 4. Page 3-4 item 8 states that “detailed cost estimates” are required. Can the County elaborate or provide an example of an acceptable level of detail that would be required?

RESPONSE: A “detailed cost estimate” is an estimate which is at a sufficient level for the county to be able to obtain an actual cost proposal, based upon the information provided by the vendor. as an example, if it is a motor on an hvac unit, we would need information to include, but not be limited to manufacturer, model number, description of the item and current condition, electrical requirements (voltage, etc), and a description of any repair that is necessary, or that you recommend it to be replaced. Where repair or replacement is not recommended in the immediate future, we require your projection as to the remaining useful life.

QUESTION 5. The contract term is stated as no more than 180 days; however, can the County provide a preferred timeline for completion of the assessment and final deliverables?

RESPONSE: Based upon feedback from the vendor community, the county has decided to divide the assessment project into 2 phases and revise the timeline. Pricing for the total project is due by close of business on Friday, October 2, 2015.

Phase 1, of the facilities assessment, will consist of 66 facilities of the total 110 facilities, approximately 2,449,989 square feet, being due on Friday, February 26, 2016. Phase 1 will consist primarily of public interfacing or public support facilities.

Phase 2, of the facilities assessment, will consist of 44 of the total 110 facilities, approximately 1,280,984 square feet, being due on Friday, April 29, 2016. Phase 2 will consist other public and other facilities needing assessment.

QUESTION 6 : For any potential proposed contract revisions from the offeror, will the County review these proposed changes independently from the general procurement and selection process.

RESPONSE: Please reference Section 2.25 of the RFP:
EXCEPTIONS TO THE COUNTY’S CONTRACT

If Offeror takes exception to any term or condition set forth in the Sample Contract, see Section 8 of this RFP, and any of its exhibits, appendices or attachments, said exceptions must be clearly identified in the response to this RFP. Exceptions or modifications to any of the terms and conditions must be submitted as a separate document accompanying the Offeror's proposal clearly marked as "Exceptions."

The County shall be the sole determiner of the acceptability of any exception. See Section 5, Proposal Forms for declarations and affidavits.

QUESTION 7: In section 3.14.5 does the County require engineering studies to determine the "adequacy of capacity" for the plumbing, HVAC and electrical systems?

RESPONSE: The Consultant shall visually and physically evaluate the conditions of service, and document findings. For vertical transportation systems, Consultant shall review the maintenance records and available reports on equipment and physically evaluate the performance and anticipated service life of the systems. For plumbing, HVAC and electrical systems, Consultant shall physically evaluate the age, condition, and adequacy of capacity and status of maintenance of these systems and document their findings.

The County does not require, nor can we dictate how the assessment will be performed by a vendor and/or the vendor's subcontractors. However, we do require that any recommendation or assessment be based upon evaluations done by technical professionals who are familiar with issues, such as capacity, condition, remaining useful life and other issues related to systems and systems operations. once awarded, we rely on your recommendations, as being thorough and being based upon the technical evaluation of experts.

QUESTION 8: It is our understanding from the RFP that this Facility Condition Assessment was last done in 2010. What did it cost the county to have this Facility Assessment done?

RESPONSE: Because the 2010 facility condition assessment was performed by Vanderweil facility associates, through a standby contractor, we do not have access to the cost they billed to the standby contractor. This 2015 assessment RFP has been developed to address all areas that we are now concerned about, so comparing a 2010 price, through a standby contractor, for a different set of criteria, would not be helpful to any vendor who may wish to participate in this RFP.

QUESTION 9: Are Purchasing Forms A-H to be included in the same envelope as the Technical Proposal?

RESPONSE: Yes

QUESTION 10: Is Evidence of Insurability to be included in the same envelope as the Technical Proposal?

RESPONSE: Yes

QUESTION 11: Are both copies (original and copy) of the Cost Proposal to be included in the same sealed envelope?

RESPONSE: Yes

QUESTION 12: If a subcontractor is verified by the Department of Veterans Affairs as a service-disable Veteran-owned small business (SDVOSB), can the Offeror receive the Service Disabled Veterans Preference if the subcontractor's application for Service Disabled Veteran Business Enterprise status with Fulton County is pending at time of submission?

RESPONSE: A non-SDV prime seeking credit for a SDV subcontractor listed in the RFP is not authorized to receive credit. The SDV credit is only granted to the prime proposer with official SDV status from the VA

QUESTION 13: Are all components of the submittal (Technical Proposal, Purchasing Forms, Contract Compliance Exhibits, Cost Proposal Evidence of Insurability and Financial Information) to be included on the same CD?

RESPONSE: Do not include the Cost Proposal and the Financial Information on the CD.

QUESTION 14: When does the County want the project deliverables of the facility condition assessment?

RESPONSE: Based upon feedback from the vendor community, the county has decided to divide the assessment project into 2 phases and revise the timeline. Pricing for the total project is due by close of business on Friday, October 2, 2015.

Phase 1, of the facilities assessment, will consist of 66 facilities of the total 110 facilities, approximately 2,449,989 square feet, being due on Friday, February 26, 2016. Phase 1 will consist primarily of public interfacing or public support facilities.

Phase 2, of the facilities assessment, will consist of 44 of the total 110 facilities, approximately 1,280,984 square feet, being due on Friday, April 29, 2016. Phase 2 will consist other public and other facilities needing assessment.

QUESTION 15: What firm did the 2010 Facility Condition Assessment for the County?

RESPONSE: Vanderweil Facilities Associates (now Accruent) performed the 2010 Assessment, through a Standby Vendor.

QUESTION 16: Section 3.1, Submission Requirements

Section 3.1.1 states that the technical proposal, the cost proposal, and the contract compliance exhibits shall be submitted in separate, sealed envelopes or packages. However, section 3.1.2 calls for one original copy of the contract compliance exhibits to be included with the technical proposal. Please clarify how we should package the documents.

RESPONSE: Please reference section 3.1.2 of the RFP:

3.1.2 Number of Copies

Proposers shall submit the following:

Technical Proposal, one (1) original and five (5) copies on CD media in PDF format.

Contract Compliance Exhibits, one (1) original with the Technical Proposal marked "Original" and one (1) copy in a separate sealed envelope.

Financial Information, one (1) original with the Technical Proposal marked "Original" and one (1) copy in a separate sealed envelope.

Cost Proposal, one (1) original and one (1) copy in a separate sealed envelope.

All Proposals must be complete with all requested information.

QUESTION 17: Section 7, Insurance and Risk Management Provisions

This Section has a signature page, but this section is not listed among the forms in the submittal checklist. Do we need to sign and submit this form with the proposal or post award? Or, do we only need to provide a sample certificate of insurance with the proposal?

RESPONSE: it is listed on Exhibit 1; Item #10 it states the following:

Evidence of Insurability, proposers must submit one (1) of the following: Letter from insurance carrier, Certificate of Insurance and An umbrella policy in excess of required limits for this project.

QUESTION 18: Section 10, Appendices; We ask that the County please provide us with the Assets/Facilities to be Assessed table in Microsoft Excel format.

RESPONSE: Yes; upon award.

QUESTION 19: Will firms that perform the assessments be eligible for any repair, remediation and renewal work? If not, we suggest amending the RFP to add the following language: "In order for Fulton County to ensure a truly independent understanding of the condition of the entire portfolio, as well as to avoid perceived or real conflict of interests, firms that perform the assessments (including subcontractors) will not be eligible for any repair, remediation and renewal work. this includes parent and associated subsidiary organizations."

RESPONSE: Because all repairs and replacements are awarded, based upon a competitive contract and/or competitive quote process, and preparation and approval of a budget request, you and any other competing vendor will "be eligible" to compete when a purchase type of contract is contemplated. The purpose of this RFP, is to assess and determine what budget dollars should be requested for the next 5 years, so the actual purchases will be made over a 5 year period, depending on severity of the results.

Question 20: We ask that the county please extend the RFP due date to October 9, 2015

Response: The County has extended the due date to October 2, 2015

ACKNOWLEDGEMENT OF ADDENDUM NO.3

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 is October 2, 2015 at 11:00 A.M.

This is to acknowledge receipt of Addendum No 3, _____ day of _____, 2015.

Legal Name of Bidder

Signature of Authorized Representative

Title