



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

**Winner 2000- 2006 Achievement of Excellence in Procurement Award
National Purchasing Institute**

Jerome Noble, Director



April 19, 2007

Re: 07RFP55349K-DB

**Standby Professional Services for Facilities Related Planning,
Design, Engineering & Assessments – Environmental, Special &
General Material Testing & Inspection Services**

Dear Proposers:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced 07RFP55349K-DB; Standby Professional Services for Facilities Related Planning Design, Engineering & Assessments – Environmental, Special & General Material Testing & Inspection Services.

Except as provided herein, all terms and conditions in the 07RFP55349K-DB; Standby Professional Services for Facilities Related Planning Design, Engineering & Assessments – Environmental, Special & General Material Testing & Inspection Services referenced above remain unchanged and in full force and effect.

Sincerely,


Darlene A. Banks,
APA

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Planning Design, Engineering & Assessments – Environmental, Special &
General Material Testing & Inspection Services
Addendum No. 2
Page Two

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

Questions/Statements from Vendors and Responses from Fulton County

Correction: Referencing Section 3.3, Scope of Work should read:
B. Indoor Air Quality Services (IAQ)

Statement: Section 3 Project Team Qualifications/Qualifications of Key Personnel, #5 "Provide and Organizational Chart which clearly indicates each discipline, company name, principal-in-charge, and project manager(s) assigned with the overall project coordination. This shall include the following associated persons":

Response: Delete the referenced list because it does not apply. Proposers should list the professional staff members on their team.

Statement: Section 3.4 Technical Proposal Format and Content, under Project Plan, item D "Building Commissioning: (One Page max) Include a statement on how the Proposer will incorporate building commissioning into the design and construction administration services.

Response: Delete reference to Building Commissioning.

Statement: These requirements seem more appropriate to a construction RFP and are not typical to environmental and testing services.

Response: Providing a project plan is relevant to Environmental Assessments.

Statement: Again, LEED is more a construction and design function as opposed to environmental and testing.

Response: One of the six divisions of LEED addresses IEQ/Indoor Environmental Quality. Has your firm provided professional services on any LEED projects in the area of IEQ? If so, state your experience in that area and also state if your firm has LEED Accredited Professionals on staff.

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Question: Referencing Relevant Project Experience, "What is the relevance to a Property Tax System?"

Response: This reference should be deleted.

Question: What is the relevance of experience with health centers?

Response: This reference should be deleted.

Question: Without an indication on the specific services that will be required during this project, how would you suggest developing the percentage of time key personnel will spend on this project? For example this could vary greatly depending on if the majority of the work centers on asbestos inspections versus IBC Required Verification and Inspection of Steel Construction.

Response: Just show a typical % involvement for each type of professional on a typical project.

Question: Regarding proposal evaluation – since there is no specific project in mind how do we provide a project plan?

Response: Show a plan for one of your typical hazmat abatement projects; this will give the County information on how your future plans might be done.

Question: Similarly, without a specific project how do you identify the key personnel? This will vary based on the project type.

Response: Show a plan with key personnel for one of your typical hazmat abatement projects; this will give the County information on how your future plans might be done using your key personnel.

Statement: Availability of key personnel will vary on depending on the timing and size of the project.

Response: Yes

Question: How do we convey this information?

Response: Show information from a past project to allow the County to see how future work would be handled by your firm.

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Question: Without knowing a specific Scope of Work and the size and scope of specific tasks, how can the Proposer provide a percentage of fees that will be performed by the Proposer versus any subcontractors that we may use?

Response: Exhibit C must reflect a percentage of the proposed amount by the General Contractor for each sub if that scope of work is requested during the life of the contract.

Question: Without knowing the amount of work that will be called upon, how can the Proposer provide dollar values and percentage values to be paid to subcontractors?

Response: Regardless of the scope, your firm should be able to determine if you will perform 100% of that task or attempt to subcontract that work or a portion of that scope. The subcontracting portion should reflect the percentage of the work GC expects to be carried out, regardless of the amount of the contract work.

Question: How can the Proposer provide a Total Percentage Value?

Response: Show information for a typical hazmat abatement project that your firm has done, this will give the County information on how your future projects might be done.

Question: Is it acceptable to exclude portions of the scope of work from our proposal? If so, are there negative implications?

Response: You must provide answers to all areas of the scope of work that is covered in the RFP or the addendums unless deleted by the County.

Question: Again, how can the Proposer provide project commence/end dates and estimated dollar amounts for each subcontractor?

Response: Regardless of the scope, your firm should be able to determine if you will perform 100% of that task or attempt to subcontract that work or a portion of that scope. That percentage should be listed on both Exhibit C & D.

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Question: Cost Proposal Form, under group 4A Environmental Engineering and Testing Services, there is no listing for bulk samples/PLM analysis (asbestos survey), asbestos air sampling, or paint chip sample analysis. Should we include these unit rates?

Response: Yes

Question: Can you provide ceiling amounts for the various sub-portions of the scope of work?

Response: No

Question: How are travel expenses (mileage) addressed? How is the fee for report writing handled? How is the fee for report reviewing handled?

Response: All fees you plan to charge to the County must be included at this time. No reimbursable fees will be paid outside of this proposal.

Question: Can we add items/services to the Cost Proposal Form?

Response: At this time please provide a cost for items/services applicable to the work that your firm will need to provide for this RFP.

Question: How is past performance on previous contracts evaluated? With Fulton County: With other public projects?

Response: Fulton County will look at performance evaluation your firm has on file for previous work that you have done with the County. We will also look at your past projects that you reference in your proposal and we will contact past clients that you reference in your proposal for public or private projects.

Statement: Should abatement costs be included in this bid?

Response: No

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ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Fulton County Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **Monday, May 07, 2007 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, _____ day of _____, 2007.

Legal Name of Bidder

Signature of Authorized Representative

Title