



Department of Purchasing & Contract Compliance

October 25, 2016

Re: **#16RFP103530K-DB**
Standby Mechanical, Electrical, Plumbing and Fire Protection Professional Services

Dear Vendors:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced **#16RFP103530K-DB; Standby Mechanical, Electrical, Plumbing and Fire Protection Professional Services.**

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

Sincerely,

Darlene A. Banks

Darlene A. Banks, APA

Winner 2000 - 2009 Achievement of Excellence in Procurement Award • National Purchasing Institute



**#16RFP103530K-DB; Standby Mechanical, Electrical, Plumbing and Fire Protection Professional Services
Addendum No. 2
Page Two**

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

QUESTION:

Does the Principal-in-Charge need to be a licensed, registered PE?

RESPONSE:

This is not a requirement.

QUESTION:

Section 8 – Past Performance, Page 3-9

Is it permissible to use more than 3 projects or are you looking for exactly 3?

RESPONSE:

Yes, we (the County) are only looking for three (3), so please just submit what is requested.

QUESTION:

Section 7 – Cost Page 3-9

I am not sure what you are asking to see in Section 7. Are you asking us to do this calculation? If so, should Section 7 be submitted in a sealed envelope with the rest of the cost proposal?

RESPONSE:

This Section and statement is simply letting vendors know how the “Cost” will be evaluated/scored. This task will be carried out by the Review/Evaluation Committee for the submitted proposals.

QUESTIONS:

Page 3-3 – Staffing, Professional Experience, etc.

For the additional information requested (org chart, Team Directory, etc.), where do you want it located in the Technical Proposal (this is in addition to the Technical Proposal Format information found on page 3-6). We are aware that it seems some of the information requested is duplicated in Technical Proposal Format on 3-6 – however, some is not, which leads to this confusion on my part.

RESPONSE:

This information can be included with “Staffing”, but it must be clearly “Titled” wherever it is placed.

**#16RFP103530K-DB; Standby Mechanical, Electrical, Plumbing and Fire Protection Professional Services
Addendum No. 2
Page Three**

QUESTION:

Professional Experience, Page 3-4 – does this refer to the 3 Projects requested in Section 8-Past Performance, Page 3-9?

RESPONSE:

Yes

QUESTION:

I would like to reconfirm that you are looking for only one printed copy of the Technical Proposal (Original) and five CD's with technical proposal only in .pdf format, with no additional printed copies.

Do you wish to have Cost Proposal and Financial information also included electronically on the CD copies?

RESPONSE:

No. Cost Proposal and Financial information are **NOT** to be included electronically on the CD copies. Please submit one (1) "Technical Proposal" in a binder marked "**ORIGINAL**". The binder will include all forms and documents **EXCEPT** the "Cost Proposal". Then you will submit five (5) CD copies of the Technical, but **DO NOT** include "Contract Compliance", "Financial" or "Cost" on the CD's.

QUESTION:

Is there a possibility of an 8 day extension (Tuesday due date instead of Monday) to give us some time to configure our proposal response based on your answers?

RESPONSE:

Please See Addendum 1. The Due Date has been extended until Monday, November 14, 2016

The County will not be accepting any more questions/clarifications for this solicitation.

**#16RFP103530K-DB; Standby Mechanical, Electrical, Plumbing and Fire
Protection Professional Services
Addendum No. 2
Page Four**

ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned bidder acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the ITB due date and time **Monday, November 14, 2016@ 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, _____ day of _____, 20__.

Legal Name of Bidder

Signature of Authorized Representative

Title