



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

Winner 2000- 2007 Achievement of Excellence in Procurement Award  
National Purchasing Institute

Jerome Noble, Director



November 13, 2007

**Re: 07RFPATM-NH Alpharetta Water Transmission Main Engineering Services**

Dear Bidders:

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced Request for Proposal #07RFPATM-NH Alpharetta Water Transmission Main Engineering Services

The due date for the proposal referenced above has been changed to **Friday, November 30, 2007** at 11:00 am.

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

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

Sincerely,

Nancy Harrison,  
Assistant Purchasing Agent

See attached documents

**ADDENDUM No. 1**

**Corrections to Request for Proposals:**

- Item 1. Section 2.5 Term of Contract (page 2-3): Delete and replace with the following:

*The term of the contract shall be 1460 calendar days. This includes completion of design and services required during construction. Detailed design of the project shall be completed within 365 days of the Notice to Proceed.*

- Item 2. Section 3.3 Scope of Work: Second paragraph delete the sentence (top of page 3-3): "The line will continue on Kimball Bridge Road and ultimately connect with the existing 12-inch water main at the intersection of Milton Avenue and N. Main Street (Hwy 9) in Alpharetta." And replace with the following:

*The line will continue on Kimball Bridge Road and ultimately connect with the existing 12-inch water main at the intersection of Mayfield Road and N. Main Street (Hwy 9) in Alpharetta.*

- Item 3. Section 3.3 Scope of Work: Task 4 Detailed Design – add the following paragraph at the end of the task description on page 3-8:

*4.5 The Detailed Design Task shall be completed within 365 calendar days from the issuance of the Notice to Proceed*

- Item 4. Section 3.3 Scope of Work: Schedule Milestones table at end of Section 3.3 (page 3-11). On the last line of the table delete the words "No later than December 31, 2012" and replace with the following:

*No later than 1460 calendar days from the issuance of the NTP*

- Item 5. Section 9 Exhibits: Delete Exhibit 4 - Cost Proposal Form and replace with new Exhibit 4 - Cost Proposal Form attached to this addendum.

**Questions:**

1. Exhibit 2 - Figure 1 Project Location Map shows the alignment for the transmission main ending at the intersection of Mayfield St and North Main Street in Alpharetta. This conflicts with the written description of the alignment on page 3-3 of the RFP which states the transmission main ends at the intersection of Milton Ave and North Main Street. Which is correct?  
*Answer – The Project Location Map is correct. The route will end at Mayfield Road and North Main. See Item 2 in Corrections to Request for Proposals above.*
2. The forms in Section 5 do not match up with the forms listed in Exhibit 1- Required Submittal Check List for Request to Proposal. For example, Form A in Section 5 is the Certificate Regarding Debarment but in the Check List it is Form C.  
*Answer – Please use the revised form attached to this addendum.*
3. Is there a reason the County is limiting the geotechnical investigation to \$30,000? Has the County done previous Geotechnical work along the alignment and if they have is that available for review?  
*Answer – No previous geotechnical work has been performed. Allowance amount in Cost Proposal form is County's estimated value of the work. See revised Cost Proposal Form attached to this addendum for revised geotechnical investigation amount.*
4. Can the County provide access to the drawings for the existing tie-in point at the intersection of Buice Road and Jones Bridge Road??  
*Answer – No. Record drawings will be made available to the successful proposer after award.*
5. Will the County make available, prior to the bid, the GIS files showing existing water, sewer, and storm drainage along the proposed alignment?  
*Answer – No.*
6. Will the County require electric actuators on the transmission line valves?  
*Answer – No.*
7. Will the County consider a unit price per Plat for easement acquisition, since the number of estimated easements to be obtained is not listed in the RFP? *Answer – No. See revised Cost proposal form – Item 5 in Corrections to Request for Proposals above.*

8. During the pre-proposal meeting it was mentioned that a sample EBO Plan could be obtained from the County. We would like a copy of an example EBO plan.  
*Answer – Please see the example attached to this addendum*
9. Please confirm that the firm financial information is to be submitted in a separate envelope and NOT included with the technical proposal.  
*Answer – Please submit the financial information in a separate, sealed envelope labeled “Financial Information.”*
10. May a firm submit as a primary or joint venture member for the same work under one specific proposal while submitting as a sub consultant on a different and separate proposal? Also, are there any limits to the number of proposals that one specific consultant can submit in the role of sub consultant?  
*Answer – No, a vendor may not submit as a prime on one proposal and a sub on another for the same project. Yes, the same sub contractor may be named on multiple teams.*
11. Does the 51% participation percentage in Article 2.11 apply to the total work of the joint venture or the majority partner when proposing as a prime bidder?  
*Answer – If a firm is proposing as a Joint Venture, the Joint Venture has to perform as least 51% of the work. If proposing as a Prime the prime vendor must perform 51% of the work.*
12. Can Fulton County provide an estimate of the number of parcel plats in Johns Creek and Alpharetta along the proposed alignment?  
*Answer – No. See revised Cost proposal form – Item 5 in Corrections to Request for Proposals above.*
13. Will acquisitions and condemnations be handled by Fulton County or the aforementioned municipalities?  
*Answer – Fulton County will acquire easements. See Section 3.4 Easement Acquisitions for proposer responsibilities.*
14. Does Fulton County have prearranged agreements with Alpharetta and Johns Creek for permitting?  
*Answer – No.*
15. What is the budget for this project?  
*Answer – The County estimates the value of the engineering services contract at approximately \$1,500,000*

16. Please clarify the level of Utility Locates required for the project.  
*Answer – This shall be determined during the execution of the design contract. For the proposal an allowance amount will be used. See revised Cost proposal form – Item 5 in Corrections to Request for Proposals above.*
17. The Public Involvement Task described in Section 3 indicated only 2 public meetings. Does this include focus groups?  
*Answer – No. If proposed believes focus groups should be used, they should include that in their proposal in addition to the public meetings.*
18. Is the length of the contract 300 calendar days or work days?  
*Answer – See Items 1 and 3 in Corrections to Request for Proposals above.*
19. Contract days and RFP schedules days do not appear to match in length.  
*Answer – See Items 1, 3, and 4 in Corrections to Request for Proposals above.*
20. Please clarify the scope of geotechnical work to be performed and geotechnical qualifications required for proposal.  
*Answer – Geotechnical work shall be as determined by the successful proposer during the course of the design and shall be paid under the allowance amount shown in the Cost Proposal form (see revised Cost proposal form – Item 5 in Corrections to Request for Proposals above).*
21. Please clarify if easement exhibits will be paid for on a unit basis or if an amount of easements should be assumed for the proposal.  
*Answer – Easement exhibits shall be paid under an allowance at the unit hourly rates listed in Exhibit 3 – Billing Rate Schedule. See revised Cost proposal form – Item 5 in Corrections to Request for Proposals above for allowance amount.*
22. Will the contract and technical specifications be Fulton county standard documents or be the full responsibility of the consultant?  
*Answer – See Request for Proposals, Section 3.3 Scope of Work, Task 4 Detailed Design, paragraph 4.1.2 (page 3-7)*
23. If wetland and Army Corps of Engineering permits are required will this be reimbursed as additional services or should it be included in the proposal fee?

*Answer – Permits, if required shall be the responsibility of the successful proposer. Permit fees shall be paid by the County. See Request for Proposals, Section 3.3 Scope of Work, Task 5 Permitting (page 3-8).*

**ACKNOWLEDGEMENT OF ADDENDUM NO. 1**

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30335 by the Bid due date and time on Friday, November 30, 2007 at 11:00 A.M.

This is to acknowledge receipt of Addendum No. 1, \_\_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
Legal Name of Bidding Organization

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

\_\_\_\_\_  
Title

# Required Proposal Submittal Check List for Request to Proposal (RFP)

Respondent Name: \_\_\_\_\_

Item #	Required Bid Submittal Check List	Check (√) (if applicable)	Check (√) (completed)
1	One (1) Proposal marked " <b>Original</b> ", _____( ) copies		
2	Technical Proposal		
3	Cost Proposal ( <b>submitted in a separate sealed envelope</b> )		
4	Acknowledgement of each Addendum		
5	Technical Evaluation Factors Executive Summary Qualifications of Key Personnel Relevant Project Experience Financial Information ( <b>submitted in a separate sealed envelope</b> ) (1) Annual Report and financial statement for last 3 yrs, income statements, balance sheets, change in financial position. (2) Latest quarterly financial report, description of material, changes in financial position since the last annual report. (3) Most recent Dun & Bradstreet and/or Value Line Reports or other credit ratings/report. Availability of Key Personnel Location of Firm (1) Copy of occupational tax certificate (business license) or (2) Copy of lease or rental agreement		
6	Purchasing Forms Form A - Certificate Regarding Debarment Form B - Non-Collusion Affidavit of Bidder/Offeror Form C - Certificate of Acceptance of Request for Proposal requirements Form D - Disclosure Form & Questionnaire Form E - Declaration of Employee-Number Categories Form F - Georgia Security and Immigration Contractor Affidavit and Agreement Form G - Georgia Security and Immigration Subcontractor Affidavit		
7	Office of Contract Compliance Requirements ( <b>submitted in a separate sealed envelope</b> ) Exhibit A - Promise of Non-Discrimination Exhibit B - Employment Record Exhibit C - Schedule of Intended Subcontractor Utilization Exhibit D - Letter of Intent to Perform as Subcontractor Exhibit E - Declaration Regarding Subcontractor Practices Exhibit F - Joint Venture Disclosure Affidavit Equal Business Opportunity Plan (EBO Plan)		
8	Risk Management Insurance Provisions Form		
9			
10			
11			
12			
13			
14			

**Company A**  
1045 Reunion Place SW  
Atlanta, GA 30331  
(404) 428-7299

**Example Equal Business Opportunities Plan (EBO) Example A**

**Company A** has reviewed the solicitation carefully and knows that diversity and equal business opportunities are important. We have been unable to recognize any areas within the scope of work where a minority or female subcontractor can be utilized. **Company A** can handle all of the job responsibilities outlined in the scope of work.

If **Company A** were to use subcontractors efforts to seek minority and female owned businesses would be made by:

1. Asking the Fulton County Contract Compliance Department for assistance in finding minority and female owned companies that specialize in the same type of service and/or commodity as **Company A**. (Data base, sign in sheet at pre-bid conference, or ask for a list of interested vendors)
2. Advertise in the local newspaper and/or minority papers for subcontractors and/or additional help.
3. Joint venture with a minority or female owned company.
4. Network with other companies that specialize in the same service as **Company A**.

**Company B**  
1045 Reunion Place SW  
Atlanta, GA 30331  
(404) 428-7299

**Equal Business Opportunities Plan (EBO) Example B**

**Company B** has reviewed the solicitation carefully and knows that diversity and equal business opportunities are important. Our company will be using subcontractors for the following services: (list the types of service)

In order to find good qualified vendors, **Company B** will do the following:

1. Ask the Fulton County Contract Compliance Department for assistance in finding minority and female owned companies that specialize in the same type of service and/or commodity as Company B. (Data base, sign in sheet at pre-bid conference or ask for a the list of interested bidders)
2. Advertise in the local newspaper and/or minority papers for subcontractors and/or additional help.
3. Joint venture with a minority and female owned companies.
4. Network with companies that specialize in the same service As Company B.