



Fulton County, GA

# Department of Purchasing & Contract Compliance

*Cecil S. Moore, CPPO, CPPB, CPSM, C.P.M., A.P.P*  
**Director**

July 8, 2010

**Re: #10RFP061610K-JD-Project Management and Construction Management Services for the Oak Hill Child, Adolescent and Family Center**

Dear Proposers:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced **#10RFP061610K-JD-Project Management and Construction Management Services for the Oak Hill Child, Adolescent and Family Center**.

Except as provided herein, all terms and conditions in the **#10RFP061610K-JD – Project Management and Construction Management for the Oak Hill Child, Adolescent and Family Center** referenced above remain unchanged and in full force and effect.

Sincerely,

*Joyce Daniel*

Joyce Daniel, CPPB  
Assistant Purchasing Agent

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



**#10RFP061610K-JD-Project Management and Construction Management Services  
for the Oak Hill Child, Adolescent and Family Center  
Addendum No. 2  
Page Two**

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

**Section 1, Introduction, 1.11 Prohibition on Future Contracts** is added as follows:

**1.11 PROHIBITION ON FUTURE CONTRACTS**

The County reserves the right to restrict the selected Offeror including its sub-contractor/consultants from providing services for the County during the term of this Contract and any extension thereof in which the Offeror or its sub-contractors/consultants provides Project Management and Construction Management services.

**Prime Contractor**

The Prime Contractor selected to provide Project Management and Construction Management Services for the Oak Hill Child, Adolescent and Family Center and any team members of the Joint Venture shall not under any circumstances participate in or have involvement in the Design/Build Services for the Oak Hill Child, Adolescent and Family Center.

**Sub-Contractor/Consultant**

If you are a subcontractor/consultant to the Prime Contractor selected to provide Project Management and Construction Management Services for the Oak Hill Child, Adolescent and Family Center project, you shall not provide design services under any circumstance where a conflict exists or may potentially exist. A conflict is defined as having participated in any manner on a planned project. In these circumstances you shall not propose to work on that project.

**Employees**

Employees of the Prime Contractor or Subcontractor(s) are advised to avoid conflicts. Full disclosure of their involvement in Project Management and Construction Management Services for the Oak Hill Child, Adolescent and Family Center or the Design/Build Services for the Oak Hill Child, Adolescent and Family Center projects shall be made, should they decide to propose on either project independently.

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**Response to Questions:**

1. Section 3, Task F Pre-Design Phase Services, Item #2 states "The PM/CM is responsible for the schematic design and design development of the project." Does this mean the PM/CM will need to hire an Architect/Engineer to perform this design work?

**Answer:** No.

2. Exhibit 2 and the Cost Proposal Summary Format show specific Employee Classifications such as; Project Manager, Construction Manager, Administrative /Clerical, Safety Coordinator, Quality Assurance Coordinator and Inspector. Our Project Management Plan will utilize Cost Estimators and Schedulers also. Are we allowed to modify the Employee Classifications? If so, do we modify your existing classifications, or do we add new classifications to the Schedule and Summary?

**Answer:** Add to the existing schedule.

3. Will the existing facilities and buildings be vacated for the renovation project, or will means be available to temporarily relocate the personnel and furnishings?

**Answer:** All facilities and buildings will be vacated for the project; this will be completed before the work commences.

4. Are the Proposal Forms listed in Section 5 available in a format other than PDF where we can type in the information?

**Answer:** You can convert these forms into PDF format; or the information can be submitted in hand written format, either is acceptable.

5. Mittrix, Inc. is preparing a proposal for above project. We are entering into a joint venture and after reviewing the Joint Venture Disclosure Affidavit, we need clarification on Pg 6-13:

Re Pg. 6-13

No. 1: "capital contributions"

No. 2: "financial controls"

**Answer:** The term "capital contributions" is the portion of monies each joint venture puts in to form the joint venture. The term "financial controls" is the joint venture with the largest percentage of ownership in the company.

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6. We are considering a joint-venture arrangement for upcoming proposals to Fulton County. With regards to 'Location of Firm' qualifications, do all members of the joint venture need to fully comply with the 'Location of Firm' provisions in order to receive the maximum score? Or, is the score based only on the qualifications of the JV entity?

**Answer:** Section 3, Proposal Requirements, 3.4 Technical Proposal Format and Content, Section 7- Location of Firm-paragraph two states: The term business location means a physical structure, office or suite but does not include a post office box or a temporary job or project site location. If submitting as a Joint Venture or Partnership, provide a copy of the Joint Venture or Partnership agreement including the business address of all members. Failure to provide the required supporting documentation with your proposal submittal shall result in your firm receiving a "0" (zero) for Local Preference.

7. Addendum #1 to the Oak Hill RFP asks for 3 years of financial statements...however, many small firms are new and less than 3 years old. Assuming their information is submitted satisfactorily, are firms less than 3 years old eligible to earn the maximum 5 points?

**Answer:** All information submitted for this criterion will be evaluated and assessed a point value. The total maximum points for this category is 5. However, a vendor can receive a score ranging from zero (0) to five (5) points in this category depending upon submission of the required/requested information.

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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 Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **Monday, July 12, 2010, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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

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

\_\_\_\_\_  
Title