ADDENDUM NO: TWO

TO ALL OFFERORS:

REFERENCE:  RFP No:  2020-07073-01
Commodity:  Term Contract for MEP Engineering Services
RFP Closing On:  July 7, 2020

Please note Questions and Answers:

Q.  Should we include structural engineer consultants in our submission? The RFP’s Title suggests, “Term Contract for MEP Engineering Services” however, under Section:
V. Statement of Needs:
H. Structural Engineering will provided engineering services to completely design new systems, conduct survey/studies to assist County and School Board with evaluations of existing facilities and potential additions to County facilities. Will also provide consulting/design services on small projects where services may be limited to sketches and recommendations for specific items or issues.
A.  This is a Term Contract for MEP Engineering Services and if your company can provide the Services that are under the “Statement of Needs” then yes put them.

Q.  Addendum mentions electronic bid submissions and Section II Mentions “Please see item 3 below” which there is no item 3. Are the proposals only to be sent in electronically?
A.  Not sure what you are asking here, In Addendum One it states that there are several ways a proposal can be submitted and since the COVID 19 we were offering Electronically as long as it is received by the proposal date and time.

Q.  Do we need to include an architectural sub-consultant?
A.  No

Q.  Do we need to include a Civil/Environmental Engineering sub-consultant?
A.  No

Q.  Do we need to include a Landscape Architect?
A.  No

Q.  Do we need to include a Structural Engineering sub-consultant?
A.  No

Q.  Can we expect to see other types of municipal building s such as court houses, police stations and fire stations as part of this MEP contract?
A.  Yes, you will see other types of municipal buildings.

Q.  We should show both Albemarle County and Albemarle County School Board Experience in our response?
A.  Yes

Q.  In Section V. Statement of Needs, Item I-Manage site visits as necessary to perform basic services-What Would the expectations be with this?
A.  Site visits may be necessary to understand existing conditions and CA during construction.
Q. Who is the incumbent with this contract?
A. Necessary

Q. In Section V. Statement of Needs, items K & L, Attend and participate in meetings—how often are these meetings? Monthly?
A. Usually construction meetings are held twice a month during the construction.

Q. In Section V. Statement of Needs, Item L, maximum of four (4) contracts may be awarded—for both Architectural Services and building related engineering services—Will there be separate contracts for each (one for Architectural and one for Engineering)?
A. This is a new contract is strictly for MEP Services.

For the immediate COVID 19 emergency, notary requirements are waived. However, documents should be properly signed, and the attached Electronic Transaction Authorization signed and included with the electronic package.

**Electronic Transactions.** By [initialing/clicking/signing - pick whichever one is most appropriate] here, I agree that all transactions, acts, and notices under this Agreement may be carried out by electronic means, unless the context would not permit a transaction, act, or notice to occur electronically.. [_____]

It is the offeror’s responsibility to insure and confirm delivery by the established due date/time.

All other terms and conditions of the solicitation remain unchanged. Proposals must be received in accordance with the solicitation requirements by 3:00 p.m. EDT on July 7, 2020. Late proposals will not be considered.

1. A signed acknowledgement of this addendum must be received by this office attached to your bid. Signature on this addendum does not constitute your signature on the original proposal document. The original proposal document must be signed also.

Sincerely,

Debra Shifflett,
Debra Shifflett, VCO, VCA
Buyer II
Phone: (434) 296-5854

Name of Firm ___________________________  Signature/Title ___________________________
Date ___________________________  Printed Name ___________________________