

June 21, 2021

TO: All Bidders under Request for Proposal (RFP) No. 21-500567

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. 4

Request for Proposal (RFP) No. 21-500567 Consent Decree - Design and Engineering Services For Shoal Creek Trunk Sewer Relief Project (Multiyear Contract), is hereby amended as follows:

- A. It is **Mandatory** that proposers acknowledge Addendum No. 4.
- B. **Modification to the Request for Proposal.**
 - 1. Submission of Questions period has been reopened. Deadline for Submission of Questions revised to June 25, 2021, 5:00 P.M. EST.
 - 2. **ATTACHMENT A, COST PROPOSAL FORM.** Delete in its entirety. Replace with **(Revised June 21, 2021) ATTACHMENT A, COST PROPOSAL FORM.**
 - 3. **ATTACHMENT J, SAMPLE COUNTY AGREEMENT FOR PROFESSIONAL SERVICES.** Delete in its entirety. Replace with **(Revised June 21, 2021) SAMPLE COUNTY AGREEMENT FOR PROFESSIONAL SERVICES.**
 - 4. **EXHIBIT I – SCOPE OF WORK.** Delete in its entirety. Replace with **(Revised June 21, 2021) EXHIBIT I – SCOPE OF WORK.**
 - 5. Add the following:
EXHIBIT VI – CONCEPTUAL ALIGNMENTS AND GEOTECHNICAL REPORTS
- C. We have received questions pertaining to this Request for Proposals. The questions and their resulting answers appear below:
 - 1. Question: Can a copy of the 2020 Sewer Master Plan referenced on page 3 of the RFP be provided? Thank you.

Answer: No. The master plan has not been approved for release.

2. Question: Can the DWM hydraulic model data be made available to the selected firm?

Answer: Yes. Upon EPA/EPD approval of the dynamic model, the awarded Engineer will receive the necessary portions of the approved model applicable to this project with specific TM for assumptions and guidelines (after execution of non-disclosure agreement). DWM has provided and will update (as needed) required hydraulic flow for each segment of trunk sewer that will be updated. DWM will check design of awarded Engineer with the dynamic model to ensure required objectives (e.g. HGL not above the crown of the pipe) are achieved. Please refer to the above listed Modification to the Request for Proposal, No. 4.

3. Question: Will all available CCTV footage be made available to selected firm?

Answer: Yes. Available CCTV footage will be made available to awarded Engineer.

4. Question: If additional CCTV footage is needed will DWM provide it or will it be provided by the selected firm?

Answer: Yes. DWM will complete and provide any additional CCTV as needed to awarded Engineer.

5. Question: Does the current survey include property records and location of property boundary evidence sufficient to develop plats and legal descriptions?

Answer: The base survey from the Early Works will be provided to the awarded Engineer. The awarded Engineer will be responsible to thoroughly review the survey and boundary points contained therein and make determination if the information provided is sufficient to develop plats and legal descriptions and communicate any concerns to DWM immediately. The survey includes field location of visible property corners adjacent to or within the site survey areas. The current owners' deeds and plats record list will be provided to the awarded Engineer. PDF version of existing drawings created during the Early Works Phase showing conceptual alignment will be provided. Please refer to the above listed Modification to the Bid, No. 5.

6. Question: What geotechnical information will be provided by DWM?

Answer: Proposed geotechnical scope of work and boring locations from the Early Works has been provided to all proposing firms. Please refer to the above listed Modification to the Bid, No. 5.

- a. Will it be a complete geotechnical report with recommendations?

Answer: No. The awarded Engineer shall identify and complete all necessary geotechnical work needed for their design efforts. The geotechnical information provided only includes the recommended scope of work and proposed boring locations based on conceptual alignment identified during Early Works.

- b. Will the geotechnical report address roadway crossings?

Answer: Please refer to Question and Answer No. 6(a).

7. Question: Does the length of Bid Phase activity to shown in the RFP (12 months) represent the entirety of the process (how long for DWM to go from receiving bid tab & engineer's recommendation to DWM award of construction contract)?

Answer: Yes. This phase is intended for the Engineer to provide Engineering services to include assisting in the production of bid and conformed contract documents.

8. Question: Relative to the development cost proposal for Shoal Creek Trunk Sewer Relief Project – it is very difficult to generate lump sum pricing without scaled base maps (topo and planimetric survey) of the sewer route. Considering that the survey has been performed and maps are already created, can DWM make those base maps/plans available to all proposers?

Answer: Yes. PDF versions of conceptual alignment will be provided to all proposers.

- a. Please refer to Question and Answer No. 5.
b. Please refer to the above listed Modification to the Bid, No. 5.

9. Question: If a DeKalb LSBE firm is a sub on this Shoal Creek design project, what other projects, if any, would that firm would be precluded from participating in as a sub?

Answer: Being a sub on this project does not preclude the firm from being a sub on other projects.

10. Question: Page 7, **B. Technical Proposal, 2. Format:** Will the 11 x 17 pages included (maximum of 10) count as one page or two?

Answer: One page per 11x17 sheet (one sided)

11. Question: Page 9, Part 2 – Firm/Agency Information – Financial Statements: With the understanding that audited financial statements for some firms can be large

multipage documents (more than 15 pages per fiscal year), can the financial statements be moved to the Appendix and/or excluded from the page count?

Answer: Yes. Financial statements are not part of the page count and can be moved to the Appendix.

12. Question: Page 9, Part 3 – Project Team: The introductory paragraph states that Engineers must include qualifications, licenses, and relevant experience for identified team members. To meet the requirement for licenses, is listing the individual's type of license, state, and license number on their resume sufficient or do Engineers need to include a copy of the license itself?

Answer: No. Provide a copy of the firm and individual engineering licenses to practice in Georgia in the proposal appendices. Individual licenses numbers should be shown on the key staff resumes including expiration date.

13. Question: Page 10, Part 3 – Project Team, i) Minimum Qualifications, b) Design Experience: This section requires Engineers to demonstrate successful completion of at least three 24-inch or larger trunk sewer projects for municipal clients in the United States. Are these intended to be the same three projects provided as Reference Projects requested on page 11?

Answer: It is the proposer's decision to select which reference projects to be provided in the proposal. Note, the proposer may elect to provide more than three reference projects.

14. Question: Scope-related Questions: The condition of the existing sewer trunk will become an important factor during evaluation of alternatives. The option of paralleling the existing sewer with a single sewer pipe capable of carrying the entire projected flow may become a desirable option if the condition of the existing sewer trunk line is poor.

- a. Is there enough existing information on the existing sewer to make that determination?

Answer: Yes. The CCTV/TISCIT data are available for most of the segments for existing trunk sewers and will be provided to the awarded Engineer. This information should be sufficient to determine the alternatives.

- b. If not, does the County want to include condition assessment of the existing sewer in the scope of the project?

Answer: No. If additional CCTV/TISCIT information is needed to determine the design alternatives the County will perform this task. Please refer to Question and Answer No. 4.

15. Question: Does DeKalb County intend to provide any needed public outreach services or is the Engineer expected to provide this service?

Answer: No. DWM and the CIP PMT (AECOM) will provide and coordinate public outreach services. The awarded Engineer will be asked to provide supporting documents. Assume attending and participating in the presentation and Q/A session during public outreach meetings in the proposed Not-To-Exceed fees.

16. Question: Attachment H, Exhibit 4, Employment Roster: Has this form been included so that Respondents are aware that it will need to be completed post-award or is it required to be submitted with the proposal?

Answer: Yes. The Employment Roster was included in the Solicitation Package to inform respondents of a post award requirement. The Employment Roster is not a required document in response to the solicitation.

17. Question: Concerning the Proposal Requirement and Project: Please Clarify c. Part 2, requirement ii (Page 9 of 102): “Discussion of ongoing contracts/projects with their current status and projected termination dates”.

- a. Does the County want to see full-length project writeups/descriptions here or a list of projects?

Answer: No. Summaries are sufficient – the intent is to confirm the technical capacity of team/firm that will perform the design.

- b. Should we only include “ongoing” projects (not completed)? Does the County want a list of all ongoing projects?

Answer: Yes. Only list all ongoing projects.

18. Question: Concerning the Proposal Requirement and Project: Will we be given access to the County’s water model to confirm diameters and sizing?

Answer: Please refer to Question and Answer No. 2.

19. Question: Concerning the Proposal Requirement and Project: RFP states “Contractor shall fully complete the Work within 2,555 calendar days (7 years) from and including the acknowledgement date.” Can you clarify the County’s expectations in terms of project schedule for design and construction?

Answer: The project schedule included in the RFP reflects DWM's anticipated time requirements as well as the requirements in the modified Consent Decree with EPA/EPD. Please also refer to the above listed Modification to the Bid, No. 4 for the details of work during each Project Phase.

20. Question: Concerning the Proposal Requirement and Project: Can the County please clarify if it wants to see 3 separate organizational charts for each project phase? Or can all 3 phases be reflected on 1 (single) org chart?

Answer: Yes. One project organization chart is acceptable and identify each personnel's role and responsibility during each project phase. It is the Engineer's call if separated organization chart should be provided for each phase due to different project team members.

21. Question: Concerning Sample Agreement. Will the County agree to the following addition in Article V (A), Accuracy of the Work: The standard of care for the Consultant's performance of services under this Contract will be the care and skill ordinarily used by members of Consultant's profession practicing under similar conditions at the same time and in the same locality. The Contractor shall be responsible for the accuracy of the Work and any error and/or omission made by the Contractor in any phase of the Work under this Agreement.

Answer: No changes to the standard sample agreement are anticipated

22. Question: Concerning Sample Agreement: With the change in Georgia law regarding the enforceability of indemnity obligations pursuant to O.C.G.A. § 13-8-2, in Article V (H), will the County agree consistent with the statute that "Consultant shall indemnify and hold the County harmless for damages, losses and expenses, including reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentionally wrongful conduct of the Consultant or anyone employed or utilized by the Consultant in the performance of this Agreement."

Answer: Yes adjustments/changes to the standard sample agreement are anticipated to comply with revised State Statute. Please also refer to the above listed Modification to the Bid, No. 3.

23. Question: Concerning Sample Agreement: Our broker advises that we cannot name the County as an additional on our Professional Liability policy. Will the County agree to clarify that requirement in Article V (I), Insurance?

Answer: Yes. Please also refer to the above listed Modification to the Bid, No. 3.

24. Question: Page 3 Paragraph 1.A Purpose – “The Project’s anticipated work includes the evaluation of alternatives...” Is there an expectation as to the number of alternative designs to be developed?

Answer: No anticipation of number of alternatives. The anticipated alternatives are located within the general corridor of the existing trunk sewers (e.g. replace in same trench or construct parallel relief sewer)

25. Question: Page 4 bottom notes the “engineer will be provided a complete topographic survey of the existing sewer main and geotechnical report.” Does the topographic survey include delineation of wetlands and streambank locations as well as rim and invert elevations, property lines, existing utilities, etc. And will the survey include the location and species of trees, and will a tree protection plan be required?

Answer: No. Wetlands were not completely delineated however streambanks within the vicinity of the existing line were located and are shown on the PDF attachments. The topographic survey will be provided to the awarded Engineer. Wetland was identified in the survey however field location of wetlands flags/markings or delineation is not included in the survey. Field location of centerline and limits of wooded vegetation of streams and rivers within 200 feet of alignment is included in the survey. The rim/invert elevations, existing utilities (visible above ground utilities) features are available. The survey includes field location of visible property corners adjacent to or within the site survey areas. The survey only includes field location of trees within the survey corridor for 6” and greater in diameter for hardwoods and 12” and greater in diameter for pines/non-hardwoods. No tree species were identified. It should be noted that the survey is only preliminary, and the selected design firm may be required to collect additional survey as part of their design along with any additional geotechnical information that may be required.

Generally, a tree protection plan is required for unincorporated DeKalb County. The proposers are encouraged to do research on different requirements for each Local Issuing Authority (LIA) within project scope.

26. Question: Page 19 Section VI. Award of Contract – Last sentence states the County could make multiple awards. Per Page 22 Cost Proposal Form, how would Items B, C, E, and F be divided between the different Items A.1 through A.3 (Sections I – III) if those are awarded separately?

Answer: DWM intends to award the entire project to one Engineering firm.

27. Question: Page 68 Exhibit 1-Scope of Work includes a 12-month design period; a 12-month permitting and easement acquisition; and a 12-month Bidding period.

Are the permitting and easement acquisition activities concurrent with the bidding activities?

Answer: No. The activities are intended to be sequential not concurrent. The permitting and easement acquisition are expected to be completed prior to the bid phase.

28. Question: Page 77 under Section B Task 1 Design / 1. Subtask A - Specialist Professional Services / c. Permit Fees – The Engineer is to pay permitting fees using the \$600K in the Owner Controlled Allowance. The amount does not appear to be adequate to cover the purchase of mitigation credits.

Answer: The mitigation credits, if needed will be procured and paid for under separate agreement by the County. The Engineer shall perform the environmental delineation to identify if any wetland or stream mitigation credits are required and shall perform the calculations of the credits as required by the USACE as well as identify the mitigation banks that the credits need to be purchased from based on the impacted watershed. The Engineer shall obtain and negotiate the quotes from the mitigation banks with the current rates that provide sufficient time for the County to secure the fund (the down payment may be required, typically 10% to preserve the rate). The owner-controlled allowance for permitting fees are for minor permit fee such as Land Disturbance Permit (LDP).

29. Question: Page 78 under Section B Task 1 Design / 3. Subtask C Permitting – Will the Engineer be required to negotiate mitigation credits with the mitigation banks / agencies?

Answer: Please refer to Question and Answer No. 28.

30. Question: Page 81 Paragraph 9, Subtask I – Hydraulic Sewer Model – Would DWM provide a calibrated model to the Engineer to perform hydraulic analysis?

Answer: Please refer to Question and Answer No. 2.

31. Question: Page 94 Exhibit V Segment Pipe List – The listed manholes do not appear to line up with the blue pipe segments shown on Page 92 Exhibit III Project Map. Can you please verify.

Answer: The pipe segment list included in the RFP should be used.

32. Question: Page 92 Exhibit III Project Map – The sketch shows two parallel sewers between Flat Shoals Pkwy and just south of I-285. It appears that one of the sewers is associated with a separate line that extends northwest into an overflow tank. Can you please verify if both sewers will be part of the scope?

Answer: Only one parallel sewer is part of the scope. The pipe segment list included in the RFP should be used.

33. Question: Topographic survey of the existing sewer main and a geotechnical report.” Bidder requests clarification as to the status of the two referenced documents (final, draft, etc). If the documents are complete would the County considering providing the survey and geotechnical report to bidders or (alternately) providing document summaries in support of bid preparation.

Answer: Please refer to Question and Answer Nos. 5 and 6.

34. Question: RFP page 7 of 102 (Technical Proposal, 2. Format) states “The Technical Proposal must not exceed a total of 50 single-sided pages or 25 double-sided pages, including Transmittal letter and Attachment B, Proposal Cover Sheet. Page sizes must be 8 ½ x 11-inch paper with 1 inch or greater margins, excluding the index or table of contents, front and back covers, title pages or separation tabs, resumes, and appendices.” Does this mean that the table of contents, front and back covers, title pages or separation tabs, resumes, and appendices are excluded from the 50-page count or from the page size and margin specifications?

Answer: Yes

- D. It is the responsibility of each proposer to ensure that he is aware of all addenda issued under this RFP. It is **MANDATORY** that this addendum be signed and returned with the proposal submittal. You may call Willie Moon, Senior Procurement Agent, at (404) 371-7021 or send an email to wmoon@dekalbcountyga.gov before the proposals are due to confirm the number of addenda issued.
- E. All other conditions remain in full force and effect.

Willie Moon, CPPB
Senior Procurement Agent
Department of Purchasing and Contracting

ACKNOWLEDGMENT

Date: _____

The above Addendum No. 4 is hereby acknowledged:

(NAME OF PROPOSAL)

(Signature)

(Title)