

March 23, 2023

TO: ALL BIDDERS UNDER ITB No. 23-101567, FLOOR REPLACEMENT SERVICES FOR E911 COMMUNICATION CENTER (ONE-TIME BUY)

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

ADDENDUM NO. 2

Invitation To Bid (ITB) No. 23-101567, Floor Replacement Services for E911 Communication Center is hereby amended as follows:

1. The Bid Due Date has been extended until **March 31, 2023, at 3:00 p.m. (EST).**

2. **DELETE/REMOVE:** Page 23, PRICE SCHEDULE and **INSERT/REPLACE:** with the revised Page 23, PRICE SCHEDULE attached hereto. Please ensure you complete and submit the attached PRICE SCHEDULE with your bid in a separate sealed envelope.

3. We have received questions pertaining to this Invitation To Bid. The questions and their resulting answers appear below:
 - A. **Question:** Can we get confirmation on the actual area(s) that the carpet is being removed from, and what type of material it is expected to be replaced with?

Answer: It is a Johnsonite or equivalent 1/4" thick, 24" x 24" straight edge tiles (Bidder will provide color for staff to choose from).

 - B. **Question:** Can we get drawings showing the layout of the work area? Do you all have any drawings of this space, so we are able to accurately price this project?

Answer: Floor plans are not available for the work area.

Question: During the demolition of the carpeting, are all signs of the old carpeting expected to be removed even though it's been suggested to have to cut around some of the cubicles in the main dispatch area when installing the new flooring?

Answer: Yes, all carpeting is expected to be removed.

- C. **Question:** What is the expectation upon installing the new flooring when it comes to installation under the cubicles? Are we expected to do cut outs, or install under the current cubicles? Can we get clarification in both areas of the call center?

Answer: Yes, the awarded vendor is expected to do cut outs, or install under the current cubicles. Clarification in both areas of the Call Center was provided at the Site Visit on Wednesday, March 15, 2023, at 11:00 a.m. and also included herein this Addendum No. 2.

- D. **Question:** Are the desks connected to the cubicle walls? This makes it very difficult to lift to install underneath.

Answer: No, the desks are not connected to the cubicle walls.

- E. **Question:** Who will be responsible for moving any electronics during the installation process?

Answer: Designated staff will be onsite and responsible for coordinating moving of any electronics during the installation process.

- F. **Question:** In the area connected to the main 911 center, there is an elevated "Step Up" wall that is currently the same type of carpeting that's on the floor. What will this area be replaced with, and what type of trim is expected for this section?

Answer: It will be the same flooring as the entire center and the same trim.

- G. **Question:** At the very back of the Center (next to windows) there are metal tracks on the floor. What's the expectation for installation in this area? Are we cutting out to the edge of the tracks?

Answer: Yes, the bidder should cut out to the edge of the tracks.

- H. **Question:** Who is responsible for furniture, file cabinets and personal items being moved?

Answer: Employees will remove their personal items. Furniture (lifted) and file cabinets must be moved by the vendor.

- I. **Question:** What will be the available working days/hours? What are the working hours for this project?

Answer: Monday – Friday from 6:00 a.m. -6:00 p.m.

J. **Question:** Who is the Technical Manager for the center and will they be involved in the process and scheduling?

Answer: The Technical Manager will be onsite during the demolition and installation and name will be provided at the Notice To Proceed meeting.

K. **Question:** On the Bid Form, it asks for 2 different line items for the rubber carpet replacement. Can we get clarity on which is expected?

Answer: Yes, See Revised Price Schedule attached hereto this Addendum.

L. **Question:** Please provide a start and finish date for the project?

Answer: The awarded contractor shall commence work ten (10) days from the acknowledgement of receipt of the Notice to Proceed as stated on page 12 of the solicitation. The project is estimated to take two (2) weeks to complete.

M. **Question:** Are liquidated damages in appliances for this project?

Answer: There are no liquidated damages in appliances for this project?

N. **Question:** Is there a place to stage/store material and tools?

Answer: Yes, actual location will be discussed at the Notice To Proceed Meeting.

O. **Question:** Where can we park?

Answer: Parking will be available in the rear of the Police Headquarters Building near the loading area.

P. **Question:** Where can we place the dumpster?

Answer: In the rear of Police Headquarters Building near the loading area.

Q. **Question:** Where is the construction entrance?

Answer: The construction entry/exit door is between the 1960 and 1950 Buildings.

R. **Question:** What elevator should be used by our work force and for moving material?

Answer: The freight elevator will be used by the contractor's work force and for moving material.

S. **Question:** Can we revisit the worksite to confirm measurements, logistics, etc.?

*Answer: Yes, a Non-Mandatory site visit was held on **Wednesday, March 15, 2023, at 11:00 a.m.** at 1960 West Exchange Place, Tucker, GA 30084 to allow potential bidders to confirm measurements, logistics, etc.*

T. **Question:** Will the owner/DeKalb County be responsible for moving the file cabinets, furniture, personal items, computers/IT equipment, relaxation beds, etc.?

Answer: DeKalb County personnel will move personal items, computers/IT equipment (if necessary) other items must be lifted and moved by vendor.

U. **Question:** Will you please make clarification on all materials requested and material location requested, e.g. (What room, What area etc.)?

Answer: Yes, please see revised Price Schedule on clarification on materials. Floor replacement is for the E911 Communication Center to include the Supervisor Office, File Room, Lactation Room, Communication Center, three (3) Watch Commanders, Administrative Assistance area, and Director's Office.

V. **Question:** Are we responsible for demoing the carpet on sidewalls of the existing ramp? If so, what will we replace this area with? After demoing all of the carpet on the ramp, this area will be exposed and will not match up to the new rubber flooring.

In the office spaces on the ends of the call center with existing rubber flooring, are we to replace these areas with the new rubber flooring as well? Or are we only focusing on replacing carpet in these areas? Is the carpet being serviced on both sides by the metal screen.

Answer: Yes. The ramp area should have the same material selected for this project.

W. **Question:** Will we be responsible for installing new rubber flooring in the space near the window with the aluminum track and panels at the back of the room? If so, there would be a lot of waste due to the minimal space between the aluminum base plate and the wall towards the window.

Answer: All areas where there is currently carpet should be replaced with the new flooring.

Will we be responsible, if these panels are damaged with trying to work around these tight spaces? It seems to be this aluminum system was installed after the carpet was originally placed back in 2007. Trying to work around the aluminum panels and track it would be very time consuming and difficult. There would also be also of waste do to cutting.

Answer: Yes, the contractor will be responsible for any damage to the panels while replacing the flooring.

X. **Question:** Will the new rubber flooring be straight edged or interlocking?

Answer: The new rubber flooring will be straight edge.

Y. **Question:** Can you please confirm what thickness you would like the rubber flooring to be?

Answer: The rubber floor thickness should be ¼”.

Z. **Question:** Where can you find the list of LSBE subcontractors?

Answer: <https://lsbecertification.info/pages/Directory/SearchPublic.jsp>

AA. **Question:** Do we write our own log or are there form(s) included in the RFP for the intent to contact the LSBE and what information should be included?

Answer: The bidder is required to prepare their own log; there are no contact logs included in the ITB. As stated on Page 35, Line No. 2, “...a contact log showing the company’s name, contact person, address, email and contact number (phone or fax) used to contact the proposed certified subcontractors, nature of work requested for quote, date of contact, the name and title of the person making the effort, response date and the percentage of work.”

BB. **Question:** If we decide for some/any reason, can we use our on chosen subcontractor, meaning, we are not required to use a LSBE subcontractor?

Answer: No. Please review the DeKalb First LSBE Ordinance Sec. 2-200 located on the DeKalb Purchasing and Contracting website at:

<https://www.dekalbcountyga.gov/purchasing-contracting/about-purchasing-and-contracting>

CC. **Question:** Who do we contact for questions about the LSBE subcontractors?

Answer: Contact the DeKalb First LSBE Team at dekalbfirslsbe@dekalbcountyga.gov or by phone: (404) 371-4770.

DD. **Question:** Where can the LSBE's current valid certification letter be found?

Answer: The certified LSBE will have a copy of their valid certification letter.

EE. **Question:** If we do not use a LSBE subcontractor does exhibit B need to be filled out?

Answer: All forms and documents in the solicitation packet are required to be completed and returned with your solicitation response as stated in the solicitation and on the required checklist.

FF. **Question:** If we do not use a LSBE subcontractor does exhibit A, question number (4) need to be filled out, and should we still provide the good faith log?

Answer: All forms and documents in the solicitation packet are required to be completed and returned with your solicitation response as stated in the solicitation and on the required checklist.

GG. **Question:** Are any baseboards being installed by the screen?

Answer: Baseboards are to only be placed where there is existing baseboard.

HH. **Question:** Will we be working around people?

Answer: No, the work will be coordinated by sections of the E911 Call Center.

II. **Question:** Is there a specific type for the nosing?

Answer: The nosing should be the same as the existing nosing.

JJ. **Question:** Do the screen by the window have to be lifted?

Answer: No, the flooring should be installed against the screen.

4. It is the responsibility of each bidder to ensure that he/she is aware of all addenda issued under this ITB. Please sign and return this addendum with your response. You may call Jenifer Chapital, Procurement Agent, 404-371-2569 before the Bids are due to confirm the number of addenda issued.
5. All other conditions remain in full force and effect.

Jenifer Chapital, MBA
Procurement Agent

DR/jgc

Attachment: Revised Price Schedule

ACKNOWLEDGEMENT

Date: _____ The above Addendum #2 is hereby acknowledged:

(NAME OF BIDDER)

(Signature)

(Title)

REVISED PRICE SCHEDULE

*****PRICE SCHEDULE MUST BE SUBMITTED IN A SEPARATE SEALED ENVELOPE OR BIDDER WILL BE DEEMED NON-RESPONSIVE AND WILL NOT BE CONSIDERED FOR AWARD. INCLUDING THE PRICE SCHEDULE IN ANY AREA OUTSIDE OF THE SEPARATE SEALED ENVELOPE WILL RESULT IN THE BID BEING DEEMED NON-RESPONSIVE.*** PRICE MUST NOT BE ON THE USB FLASH DRIVE*****

ITEM NO.	ITEM DESCRIPTION	ESTIMATED SQUARE FOOTAGE	LABOR UNIT COST	UNIT COST ON MATERIAL	TOTAL COST
1	Provide and Install Rubber Tiles 24" x 24" straight edge tiles, ¼" thickness (Johnsonite or equivalent) Manufacturer Catalog _____	7407 / SF	\$	\$	\$
2	Provide and Install 4' Rubber Wall Base Color TBD (Johnsonite or equivalent) Manufacturer Catalog _____	515 / LF	\$	\$	\$
3	Provide and Install Step Nose 96/LF (Black) Manufacturer Catalog _____	96/ LF	\$	\$	\$
4	Provide and Install Four (4) 4FT Transition Strips Manufacturer Catalog _____	16 / FT	\$	\$	\$
5	Demo Existing Carpet Tile	7407 / SF	\$	\$	\$
6	Demo Existing Wall Base	515 / LF	\$	\$	\$
7	Demo Existing Step Nose	96 / LF	\$	\$	\$
8	Demo Existing Transition Strips	16 / FT	\$	\$	\$
	Subtotal of Line Items 1-8				
9	Delivery Charge Per Trip	Per Trip			\$
10	Site Supervision Charge	Each			\$
	GRAND TOTAL				\$

END OF PRICE SCHEDULE