

**ADDENDUM NO. 2**

December 2, 2020

TO: ALL RESPONDERS UNDER REQUEST FOR PROPOSALS (RFP) NO. 20-500558

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia  
For additional information, go to: [www.dekalbcountyga.gov/formalbids](http://www.dekalbcountyga.gov/formalbids)

SUBJECT: RFP NO.20-500558, “On Call Soils & Materials Testing, Surveying Services and Structural Analysis” is hereby modified as follows:

A. **REVISED** and **ATTACHED** “Cost Proposal Form” must be completed and returned with your proposal in a separate, sealed envelope. (Pages 6-13 of Addendum 2).

B. We have received questions pertaining to this RFP. The questions and their resulting answers appear below:

1. **Question:** In Section III, D, 1 - It states that the Project Engineer needs to be a Civil Engineer. Can the PE also be a Geotechnical Engineer?

**Answer:** Yes it can be a Geotechnical Engineer.

2. **Question:** Who are the incumbents of this contract?

**Answer:** 1) Moreland Altobelli Associates, Inc.; 2) Oasis Consulting Services; 3) Corporate Environmental Risk Management (CERM) and 4) Matrix Engineering Group, Inc.

3. **Question:** Who are the individuals on the Evaluation Committee responsible for selecting the winning firm?

**Answer:** This question is not pertinent to the preparation of responses to the RFP.

4. **Question:** How many firms do you plan to short list/select?

**Answer:** The County anticipates contracting with as many as four (4) firms.

5. **Question:** Will firms be selected by task or one firm/team capable of all tasks?

**Answer:** The firm selection will be based on the firm capable of providing all tasks; however,, Soils & Materials Testing and Structural Analysis will be weighted higher than Survey Services.

6. **Question:** What type of projects may be anticipated as a part of the task orders?

**Answer:** New Construction and renovation projects from small to about \$8 million in construction cost.

7. **Question:** What is the anticipated funding source?

**Answer:** Departmental annual budgets.

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8. **Question:** Clarify the intent of conferences and presentations, Statement of Work, p.4 of RFP.

**Answer:**

- a. Conferences may be interpreted as any meeting with the owner.
- b. Is the term presentations referring to DeKalb personnel? **Yes.**

9. **Question:** Is the County planning to release a quality assurance contract in the future in relation to this contract?

**Answer:** No.

10. **Question:** Section III – are aviation projects a part of the scope or are FAA specs required to be followed for lab testing?

**Answer:** We do not anticipate any aviation projects under this contract.

11. **Question:** What are the steel codes that will be used on this project?

**Answer:** Steel codes will be according to the specifications of individual projects.

12. **Question:** On RFP page 23, Item No. 74 of the Cost Proposal Form lists a cost for “Georgia Environmental Protection Division Requirements for Underground Storage Tanks.” Is this cost request for a UST inspection report by a certified inspector, a UST closure report, or something other than described?

**Answer:** Inspections are to be performed based on size and scope of work to be determined on an hourly basis.

13. **Question:** Please describe the scope of work related to USTs that will be required within this RFP.

**Answer:** Reference response to Question 12 above.

14. **Question:** Should the preparation of Phase I Environmental Site Assessments be assumed to be a part of the Statement of Work - Section A, "Geotechnical Engineering and Geo-Environmental Evaluation" for offeror's Technical Proposal preparation purposes?

**Answer:** Yes it should.

15. **Question:** Should the field work and preparation of Phase II Environmental Site Assessments be assumed to be a part of the Statement of Work - Section B, "Site Inspection and Testing Services" for offeror's Technical Proposal preparation purposes?

**Answer:** Yes it should.

16. **Question:** In Part II Statement of Work - Section C, "Evaluation of Existing Structures and Structural Components," does the County anticipate that this Scope of Work will include “Designated Structures” which require Structural Engineer (SE) licensure?

**Answer:** Services will be performed by Georgia licensed structural engineers.

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17. **Question:** Under the previous on-call geotechnical services contract, some task orders issued by the County included requests for subcontracted services not originally listed in the published RFP Cost Proposal Form (for example, laboratory testing of rock samples, traffic control, equipment rental, etc.).  
**Answer:** Reference response to Question 18 below.
18. **Question:** Can the County include provisions that would allow contract holders to execute additional services not specified in the current RFP on an ACTUAL COST + % basis?  
**Answer:** Additional services that are not specifically addressed in this RFP but are customarily performed by this type of qualified vendor can be performed on an hourly rate basis.
19. **Question:** Given that this contract is anticipated for a duration of 5 years, can the County include provisions for annual escalation in the unit costs?  
**Answer:** No.
20. **Question:** It is typical for drilling subcontractors to charge different mobilization and drilling unit rates based on the kind of drill rig utilized (truck mounted / all-terrain vehicle / tracked / etc.). Could the County provide separate line items for these options in the cost proposal?  
**Answer:** One (1) unit price for mobilization.
21. **Question:** Based on the project management plan requirements, this contract will require a project manager to communicate with the county, and manage the scope schedule and budget, coordinate staff for the environmental and survey in addition to structural analysis, and materials testing areas of the scope. There is currently no line item for this labor category on the cost form. Where should we provide costs for the overall project manager role?  
**Answer:** Overall Project Manager can be billed out under Project Engineer hourly rate.
22. **Question:** Will the county issue an updated sample contract that outlines the current insurance requirements?  
**Answer:** Sample Contract, inclusive of this information, is found between pages 36 to 56 of this RFP.
23. **Question:** Is a registered DeKalb County LSBE company able to submit as Prime on this contract if they did not attend the DeKalb First LSBE Meeting or the Pre-Proposal Conference?  
**Answer:** According to the DeKalb First LSBE Ordinance, it is required that every Prime bidder who desires to submit a response to a qualified sealed solicitation, must attend a mandatory LSBE meeting. Such meeting shall occur at a designated place within a county building or via video conference within two (2) weeks of issuance of

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the qualified sealed solicitation. Failure of any prime contractor to attend the mandatory LSBE meeting as required in this article, in person or via video conference, shall mean that the prime contractor has not demonstrated sufficient good faith efforts and its bid or proposal, if submitted, shall be deemed nonresponsive without any further review by the Department.

24. **Question:** In Section III, Sub-Section J, it states “Prime bidder must be capable of performing the services themselves but should provide all efforts to obtain LSBE participation.” Does this mean that the actual Prime company is required to be able to self-perform all potentially requested services or was the meaning of this sub-section to state that the Prime company and non-LSBE subs should be capable of performing said services while still making a good faith effort to employ the services of an LSBE firm. Given the broad scope of the requested services for this RFP, it is unlikely that any one company can self-perform all the potentially requested services. I.E. Most labs are either geotechnical or environmental and most firms do not have inhouse drillers.

**Answer:** The DeKalb First LSBE Ordinance requires vendors interested in doing business with the County to employ or make good faith efforts to employ local businesses to fulfill a portion of the work. A prime contractor must meet the required LSBE benchmark of 20% or demonstrate that good faith efforts yielded no qualified LSBEs and document those good faith efforts in writing. A Prime bidder must be capable of performing the requested services themselves (to include any non-LSBE subcontractors), in the event that Good Faith Efforts must be demonstrated in lieu of meeting the required LSBE participation goal.

25. **Question:** Section B.5.a – Personnel: “A current resume must be attached for each member of the team.” Can the County provide a list of the resumes expected to be provided?

**Answer:** No, the Proposer is expected to provide resumes for the team members it is proposing.

26. **Question:** Section 6.a -- Organizational Qualifications: “Provide a minimum of three (3) examples that demonstrate Responder’s experience with projects similar in Project Type and Project Scope as those required by this RFP for which the firm is the firm of record.” **Question:** Can the County confirm its definition of “firm of record”? Does it mean the project example should have been performed by the firm in a prime contractor capacity?

**Answer:** Yes or where the firm has acted as consultant.

27. **Question:** Section III.D – General Requirements: “Testing and Surveying Personnel shall be organized as follows (listing of 11 items). (a) Can the County provide information regarding the role and qualifications/experience required for the Survey Technician I and Survey Technician II positions? b) How do you want us to address the

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2- and 3-Person Survey Field Crews – with the staff resources that we have available to provide those services (i.e., number of crews), or other criteria?

**Answer:** (a) Technician required with experience in this role. (b) Describe the typical crew that would be sent out.

28. **Question:** Attachment A – Cost Proposal Form - Questions:

- (a) Line Items 67, 68 and 69 do not list any quantities or any criteria to be able to provide adequate pricing. (b) Can the County provide additional information / criteria in order to be able to base a unit price, or will the County consider removing those line items and just utilize the hourly pricing for Line Items 75 – 79 instead?

**Answer:** We will remove Line Items 67, 68, 69 and utilize hourly pricing for Line Items 75-79.

- (b) Line Items 70 – 74 do not list any quantities or any information to be able to provide adequate pricing. If the Unit of “Each” pertain to a Price Per Site, then that would suffice. Otherwise, can the County provide additional information /criteria in order to be able to base a unit price?

**Answer:** The unit is price per site.

C. All other conditions remain in full force and effect.

D. It is the responsibility of each Responder to ensure that he/she is aware of all Addenda issued under this RFP. You may email Brenda Redus at [bredus@dekalbcountyga.gov](mailto:bredus@dekalbcountyga.gov) before the proposals are due to confirm the number of addenda issued.

E. All responders under this Request for Proposals must acknowledge receipt of this Addendum included in their response only.

*Brenda H. Redus*

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Brenda H. Redus, Senior Procurement Agent  
Department of Purchasing and Contracting

**REVISED: ATTACHMENT A**  
**ADDENDUM No. 1**  
**COST PROPOSAL FORM**  
(consisting of 7 pages)

**SOILS & MATERIALS TESTING, SURVEYING SERVICES AND STRUCTURAL  
ANALYSIS**

**Responder:** Please complete the attached pages of the Cost Proposal Form, and return them with this cover page. The cost proposal must be submitted in a separate, sealed envelope with the Responder's name and "Request for Proposals No. 20-500558 and Soils & Materials Testing, Surveying Services and Structural Analysis" clearly identified on the outside of the envelope.

By signing this page, Responder acknowledges that he has carefully examined and fully understands the Contract, Scope of Work, and other attached documents, and hereby agrees that if his proposal is accepted, he will contract with DeKalb County according to the Request for Proposal documents.

Please provide the following information:

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person Submitting Proposal: \_\_\_\_\_

Title of Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

\_\_\_\_\_  
Signature of Contact Person

\_\_\_\_\_  
Title of Contact Person

**COST PROPOSAL FORM**  
**RFP No. 20-500558**

|    | SUPPLIES OR SERVICES                                 | ESTIMATED<br>NUMBER OF<br>UNITS | UNIT | UNIT<br>PRICE |
|----|--|---------------------------------|------|---------------|
| 1  | Project Engineer                                     | 100                             | Hour |               |
| 2  | Senior Engineer                                      | 100                             | Hour |               |
| 3  | Engineering Aid                                      | 100                             | Hour |               |
| 4  | Senior Engineering Technician                        | 100                             | Hour |               |
| 5  | Lab Manager  | 50                              | Hour |               |
| 6  | Soils Technician                                     | 50                              | Hour |               |
| 7  | Asphalt Technician (field)                           | 50                              | Hour |               |
| 8  | Asphalt Technician (plant)                           | 50                              | Hour |               |
| 9  | Atterberg Limits                                     | 10                              | Each |               |
| 10 | Wash Sieve   | 10                              | Each |               |
| 11 | Standard Proctor (soil)                              | 20                              | Each |               |
| 12 | Standard Proctor (stone)                             | 5                               | Each |               |
| 13 | Stone Gradation                                      | 1                               | Each |               |
| 14 | Core Density   | 2                               | Each |               |
| 15 | Marshall Asphalt Mix Design                          | 1                               | Each |               |
| 16 | Field CBR Test (does not include reaction equipment) | 1                               | Each |               |
| 17 | Troxler Nuclear Device                               | 3                               | Hour |               |

|    |   |       |          |  |
|----|---|-------|----------|--|
| 18 | Senior Geotechnical Consultant  | 70    | Hour     |  |
| 19 | Marshall Stability & Flow   | 5     | Each     |  |
| 20 | Overtime for Soil Technician  | 30    | Hour     |  |
| 21 | Overtime for Asphalt Technician (field)   | 30    | Hour     |  |
| 22 | Overtime for Asphalt Technician (plant)   | 30    | Hour     |  |
| 23 | Boring to determine rock profile (Unit price includes Traffic Control, Plot, and Report. No add-on cost will be acceptable):                      | 300   | V.F      |  |
| 24 | Jet boring for rock profile (Unit price includes Traffic Control, Plot, and Report. No add-on cost will be acceptable):                           | 300   | V.F      |  |
| 25 | Boring for Seismic rock profile @ 100-ft. intervals. (Unit price includes Traffic Control, Plot, and Report. No add-on cost will be acceptable) : | 1,000 | VF       |  |
| 26 | Mobilization and demobilization of drilling crew and equipment to and from site   | 25    | Lump Sum |  |
| 27 | Rotary Wash Boring<br>0 ft. to 60 ft.   | 50    | L.F      |  |
| 28 | Rotary Wash Boring<br>60 ft. to 100 ft.   | 100   | L.F      |  |
| 29 | Mechanical Auger Boring<br>0 ft. to 60 ft.  | 50    | L.F      |  |
| 30 | Mechanical Auger Boring<br>60 ft. to 100 ft.  | 100   | L.F      |  |
| 31 | Rock Coring, setup, per hole  | 10    | Each     |  |
| 32 | Rock Coring<br>0 ft. to 60 ft.  | 150   | L.F      |  |
| 33 | Rock Coring<br>60 ft. to 100 ft.  | 100   | L.F      |  |
| 34 | Rock Coring<br>100 ft. to 150 ft.   | 150   | L.F      |  |



|    |   |     |              |  |
|----|---|-----|--------------|--|
| 35 | Rock Casing<br>0 ft.to 100 ft.  | 200 | L.F          |  |
| 36 | Rock Casing<br>100 ft. to 150 ft.   | 100 | L.F          |  |
| 37 | Undisturbed Samples,each attempt (add<br>\$.50 per foot, depth in excess of 30 feet)                      | 12  | Each         |  |
| 38 | Obtaining Bulk Samples  | 5   | Each         |  |
| 39 | Drill crew time for difficult moving, stand-<br>by, boring layout, etc.                                   | 15  | Hour         |  |
| 40 | Asphalt cutting and patching, each location   | 10  | Each         |  |
| 41 | Hauling water to drill hole, if required  | 10  | Hour         |  |
| 42 | Rental of backhoe for test pit excavations or<br>dozer or loader to provide access to boring<br>locations | 8   | Actual Times |  |
| 43 | Extra split-spoon: 0 ft. to 60 ft.  | 5   | Each         |  |
| 44 | Extra split-spoon: 60 ft. to 100 ft.  | 5   | Each         |  |
| 45 | Steam Cleaning-Drill Rig  | 12  | Each         |  |
| 46 | Laboratory Testing Services<br>Atterberg Limits (ASTM D 4318)   | 10  | Each         |  |
| 47 | Laboratory Testing Services<br>Sieve Analysis (Washed sample ASTM D<br>1140)                              | 10  | Each         |  |
| 48 | Laboratory Testing Services<br>Hydrometer Analysis with Sieve Analysis<br>(ASTM 0422)                     | 4   | Each         |  |
| 49 | Laboratory Testing Services Moisture<br>Content (ASTMD2216)   | 100 | Each         |  |
| 50 | Laboratory Testi ng Services<br>Tube Density, Unit Weight and Moisture<br>Content                         | 8   | Each         |  |

|    |   |   |      |  |
|----|---|---|------|--|
| 51 | Laboratory Testing Services<br>California Bearing Ratio.ACBR@(ASTM D 1883)(Proctor extra)   | 2 | Each |  |
| 52 | Laboratory Testing Services<br>California Bearing Ratio.ACBR@(ASTM D 1883) - Proctor  | 2 | Each |  |
| 52 | Laboratory Testing Services<br>Consolidation Tests (ASTM D 2435), with no loading to overburden stress, unloading and 7 load increments   | 2 | Each |  |
| 53 | Laboratory Testing Services<br>Consolidation Tests (ASTM D 2435) , with no loading to overburden stress, unloading and 7 load increments: Undisturbed samples                     | 2 | Each |  |
| 54 | Laboratory Testing Services Consolidation Tests (ASTM D 2435). With no loading to overburden stress, unloading and 7 load increments: To remold samples. add                      | 1 | Each |  |
| 55 | Laboratory Testing Services Consolidation Tests (ASTM D 2435), with no loading to overburden stress, unloading and 7 load increments: Additional load increments                  | 1 | Each |  |
| 56 | Laboratory Testing <b>Services</b> Consolidation Tests (ASTM D 2435), with no loading to overburden <b>stress</b> , unloading and 7 load increments: Additional unload increments | 1 | Each |  |
| 57 | Laboratory Testing Services Consolidation Tests (ASTM D 2435). with no loading to overburden stress, unloading and 7 load increments: Reporting of time curves                    | 3 | Each |  |
| 58 | Laboratory Testing Services Triaxial Shear Test, 3 circles:   | 3 | Each |  |

|    |   |    |          |  |
|----|---|----|----------|--|
| 59 | Laboratory Testing Services Triaxial Shear Test, 3 circles: Unconsolidated undrained  | 1  | Each     |  |
| 60 | Laboratory Testing Services Triaxial Shear Test, 3 circles: Consolidated undrained (R).   | 1  | Each     |  |
| 61 | Laboratory Testing Services Triaxial Shear Test, 3 circles: Consolidated drained (S).   | 1  | Each     |  |
| 62 | Laboratory Testing Services Triaxial Shear Test, 3 circles: To remold samples, add  | 1  | Each     |  |
| 63 | Laboratory Testing Services Triaxial Shear Test, 3circles: For back pressure saturation, add  | 40 | Each     |  |
| 64 | Laboratory Testing Services: Triaxial Shear Test, 3 circles: For pore pressure reading, add   | 40 | Each     |  |
| 65 | Benzene, Toluene, Xylene and Ethyl Benzene(BTEX-EPA 624/8260 )  | 40 | Each     |  |
| 66 | Total Petroleum Hydrocarbons TPH (EPA 1664/9071)  | 40 | Each     |  |
|    | <b>Surveying Services:</b>  |    |          |  |
| 70 | ASTM E1527 – 13 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process                                       |    | Per Site |  |
| 71 | ASTM E2247 – 16 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process for Forestland or Rural Real property |    | Per Site |  |
| 72 | ASTM E1903 – 19 Standard Practice for Environmental Site Assessments: Phase II Environmental Site Assessment Process                                      |    | Per Site |  |

|    |   |   |          |  |
|----|---|---|----------|--|
| 73 | ASTM E1528 – 14e1 Standard Practice for Limited Environmental Due Diligence: Transaction Screen Process |   | Per Site |  |
| 74 | Georgia Environmental Protection Division Requirements for Underground Storage Tanks                    |   | Per Site |  |
| 75 | Professional Land Surveyor  | 1 | Hour     |  |
| 76 | Survey Technician II  | 1 | Hour     |  |
| 77 | Survey Technician I   | 1 | Hour     |  |
| 78 | 2-Person Survey Field Crew  | 1 | Hour     |  |
| 79 | 3-Person Survey Field Crew  | 1 | Hour     |  |

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**ACKNOWLEDGEMENT**

The above Addendum No. 2 is hereby acknowledged:

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Company Name

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Signature & Title

DR:bhr