

July 13, 2021

**TO:** All Bidders under Invitation to Bid No. 21-101361

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

**ADDENDUM NO. 2**

Invitation to Bid (ITB) No. 21-101361 for Inspection of Sanitary Sewer Stream Crossings (Three (3) Year Multiyear Contract) is hereby amended as follows:

1. We have received questions/comments pertaining to this ITB. The questions and their resulting answers appear below:

- A. Question: If no one answers the door at affected residences, how many attempts do we need to make in order to get signed ROE's?

*Answer: The Contractor will attempt to contact the resident three times to get Right of Entry and document each attempt.*

- B. Question: If the residents do not answer the door or we are unable to reach them after repeated attempts, may we leave a letter in regards to what we are doing and proceed at inspecting the stream crossing?

*Answer: After three attempts, the Contractor will contact the County-assigned public outreach representative and the representative will continue attempts to get a signed Right of Entry.*

- C. Question: If a resident refuses to sign the ROE but allows us access, can we proceed to inspect the stream crossing?

*Answer: Yes.*

- D. Question: What would be the proper assessed score for "Pipe Casing" in the instance that the presence of "Pipe Casing" is unknown?

*Answer: No score would be assessed, and a comment on the reason for such would be provided. For example, "buried crossing."*

- E. Question: Can maximum depth or flow conditions be qualified by the contractor, to then allow us to enter the water of smaller creeks, streams and/or ditches? This could help remedy access issues and provide for a more thorough inspection.

*Answer: If there is concern for safe inspection due to depth or flow conditions, the assessment team can move to the next assignment and return once the water recedes.*

- F. Question: Are there any maps that show the general location of these stream crossings to be done on this project?

*Answer: No, the stream crossing locations are Countywide.*

- G. Question: Is there a Bid Bond for this project?

*Answer: No.*

- H. Question: Is the County anticipating planning a pre-bid meeting for this effort?

*Answer: No.*

- I. Question: Is the County requiring firms to submit any kind of experience showing projects with similar scopes?

*Answer: Please see the Revised Attachment A, Required Documents Checklist. Yes, it is now **REQUIRED/MANDATORY** for each Bidder to provide a separate resume for each of the following positions:*

*a. Project Manager and/or Supervisor of field crews*

*i. The resume must demonstrate that the Project Manager and/or Supervisor of field crews is qualified to lead this project. Where applicable, please identify and provide certification of proper training and/or proof of completion of proper training.*

*ii. The resume must also demonstrate that the Project Manager and/or Supervisor of field crews has at least five (5) years of experience as a project manager on similar projects. Five (5) years of experience is defined as 60 months.*

*iii. The resume must also demonstrate that the Project Manager and/or Supervisor of field crews has been in leadership roles on inventory and condition assessment projects of similar scale.*

*b. Data Manager*

*i. The resume must demonstrate that the Data Manager has been in leadership roles on inventory and condition assessment projects of similar scale.*

ii. *The resume must also demonstrate that the Data Manager has at least three (3) years of experience in preparation of reports, management of field-data collection, data analysis, data management, and quality assurance on inventory and condition assessment projects of similar scale. Three (3) years of experience is defined as 36 months.*

c. *Field Crew Leader and/or Technician performing assessments*

i. *The resume must demonstrate that the Field Crew Leader and/or Technician performing assessments has the proper training. Where applicable, please identify and provide certification of proper training and/or proof of completion of proper training.*

ii. *The resume must also demonstrate that the Field Crew Leader and/or Technician performing assessments has at least two (2) years of experience in performing similar assessments including safe working practices, etc. Two (2) years of experience is defined as 24 months.*

J. Question: Can you please clarify if we need to fill in and answer the questions on pages 8, 9 and 20 of the General Terms and Conditions for ITB 21-101361 Inspection of Sanitary Sewer Stream Crossings? The boxes are made so that you can fill them in, I just want to make sure that is what the County is wanting back as they are not on Attachment A Required Documents Checklist. I do see the note on page 12 Section N. that “Bidder shall not fill in the blanks in this section.”

Answer:

a. *Page 8/117 of the PDF of ITB 21-101361 does not contain any blanks that need to be filled in by the Bidder.*

b. *However, page 9/117 (Section “C. Delivery” of the General Terms and Conditions) and page 10/117 (Section “E. Foreign Products” of the General Terms and Conditions) of the PDF of ITB 21-101361 do contain blanks that need to be filled in by the Bidder. Please see the Revised Attachment A, Required Documents Checklist.*

c. *Pages 12/117 - 13/117 (Section “N. Payment” of the General Terms and Conditions) of the PDF of ITB 21-101361 will be completed by the DeKalb County Department of Purchasing and Contracting upon contract award.*

2. DELETE Attachment A, Required Documents Checklist (page 28/117) in its entirety; and REPLACE with Revised Attachment A, Required Documents Checklist.

- 3. It is the responsibility of each bidder to ensure that he is aware of all addenda issued under this ITB. Please sign and return this addendum. You may email Randy Webb, Senior Procurement Agent, at [rwebb@dekalbcountyga.gov](mailto:rwebb@dekalbcountyga.gov) before the bids are due to confirm the number of addenda issued.
- 4. All other conditions remain in full force and effect.

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Randy Webb  
Senior Procurement Agent  
Department of Purchasing and  
Contracting

**ACKNOWLEDGMENT**

Date: \_\_\_\_\_

The above Addendum is hereby acknowledged:

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(NAME OF BIDDER)

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(Signature)

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(Title)

CC:rw