

RFP 16-01 Addendum 2

Questions and Answers

Question - The RFP calls for a pedestrian lighting plan under section 3.10. Are we to understand that the selected consultant will layout the proposed fixtures, and coordinate with the local utility provider for wiring (poles leased from provider)? Or are we to include an electrical engineer for this work (poles owned by the City)? Answer - [The city needs a lighting plan that shows where the fixtures will be placed so that this aspect can be coordinated with the landscaping plan and quantities be identified. The procurement method for the lighting fixtures has not been decided on, but it is likely they will be leased through Georgia Power.](#)

Question - Does the City desire curb and gutter in addition to sidewalks along Dunwoody Club Drive?

Answer – [We want to install curb and gutter on that portion of the project.](#)

Questions and answers:

Part 3, Section 3.4 states, “The design shall incorporate any necessary upgrades to the existing sidewalks and ramps on the eastern side.” Please define “necessary upgrades.” [Examples of upgrades would be providing ADA ramps, adding truncated domes, addressing a low spot that collects water, etc. These are items that we would want incorporated into plan set and accounted for in the quantities.](#)

2. Part 4, Section III states, “Each proposer shall provide three case histories.... completed by the firm.” Can case histories of a subconsultant be included amongst those three case histories? [If it is proposed that the subconsultant will perform that task for this project than it would be acceptable.](#)
3. Part 4, Section V states, “Each proposer may, but is not required to include references...”, however, Section 14.2 states, “All Proposers shall furnish the City with the company name, address, contact person, and telephone number of at least three (3) entities (preferably a firm other than the City) for which they have supplied similar services as requested in this Proposal during the past three (3) years. The information should be submitted on the provided Contract References page...”

- a. Is it mandatory that references be included in our response to this RFP? [As outlined in Section 14.2, it is mandatory that names and contact information of references be provided. Information beyond this basic information \(written recommendations, etc.\) may be included in the "Additional Materials" section referred to in Part V.](#)
 - b. Where is the "provided Contract References page"? [See addendum 2.](#)
 - c. Where should the "Contracts References page" be placed in the proposal? And does it count toward the 15-page limit of the Technical Proposal? [The reference form may be included within the proposal and will not count towards the 15 page limit.](#)
4. Is the "Proposal Form" (appearing on pg.. 11 of the RFP) equivalent to the "Cost Proposal Form" mentioned in 4.1 that shall be submitted in a separate envelope? If not, where is the "Cost Proposal Form," and where should the aforementioned "Proposal Form" be placed in the Proposal? [The "Proposal Form" \(pp 11-13\) is the "Cost Proposal Form" and shall be submitted in a separate envelope.](#)
 5. Section 3.8 states, "Public Involvement is not required [for] these sidewalk segments. A PIOH has previously been held." Please confirm that no additional public involvement is required for any element of this project as described in the RFP. [Confirmed](#)

Question - Since the title page is requested in Section I, will a cover for the outside of the submittal count toward the 15 page limit?

Will the Table of Contents count toward the 15 page limit? Answer – No.

REFERENCES

List below customers for whom you have provided similar products or services.

1. COMPANY NAME: _____
ADDRESS: _____

CONTACT PERSON: _____
PHONE NO.: _____
E-MAIL: _____

2. COMPANY NAME: _____
ADDRESS: _____

CONTACT PERSON: _____
PHONE NO.: _____
E-MAIL: _____

3. COMPANY NAME: _____
ADDRESS: _____

CONTACT PERSON: _____
PHONE NO.: _____
E-MAIL: _____

Company Name: _____