ADDENDUM # 1

From: Lena L. Butler, Purchasing Supervisor
To: All Bidders
Project: RFP # 18-0219-Facilities Maintenance Assessment Plan Services
Date: January 25, 2018

This addendum is issued regarding questions received in response to “RFP # 18-0219-FACILITIES MAINTENANCE ASSESSMENT PLAN SERVICES” and is hereby made a part of said Request for Proposals to the same extent as though it were originally therein.

1. Is an analysis of the security electronics and CCTV system a critical aspect related to the condition of these facilities, since a substantial part of the project is for judicial and detention space? This category is not listed in the Scope of Services. No, these are not part of the scope.

2. Section 2.0-A-1: Regarding Professional services; does this refer to any specific professional registration? Not a specific one, but applicable registrations would be PE’s, AIA (architect), ASME, USGBC etc...

3. What professional registrations are required as part of this solicitation? None are required; however, per the scoring criteria, bidders will be scored on their credentials.

4. In what section should the affidavits be included in our response? Create a final section “Affidavits” and include it in that section.

5. Conflicting information regarding deadline for questions. Is the correct date January 18th or 19th? Although the answer to this question will not help anyone, I still will provide and answer. The correct date was January 19th.

6. Please provide the proposed schedule for the project. 60 – 90 days is what we expect.

7. Please explain the final document/deliverable requirements for this project. An assessment of each building on the list with a breakdown of which items (HVAC, plumbing, electrical, roof, building shell, ADA compliance, generators) will need replaced over the next 1, 3, 5 years or longer. The document will show which ones are critical as well as a general cost. For this contract it is understood that the estimate will not be exact but a guideline. The document should also contain recommendations for improving the functionality of existing systems. The document should contain a general solution for ADA compliance (if applicable) as well as other building systems and include photographs of areas of concern or deficiencies.

8. What is the intended use for the information gathered from the FCA? Will it be used for development or implementation of a Capital Improvement Plan? Yes, this document will be used for CIP. It will be used to plan our path forward over the next 1-5 years at a minimum. It is critical that bidders understand this and craft their proposal with this in mind.

9. Will a structural analysis be required as a part of the assessments? Not a detailed structural analysis but a visual review of the facilities and assessment of any critical areas. This would include any noticeable cracks or other issues pertaining to the building integrity.

10. Does New Hanover County have a minimum requirement for HUB/MWBE participation? The County has a goal of 10%.

11. Does New Hanover County require this maintenance assessment to be performed by a Professional Engineering Firm? No.
a. The RFP does not require Professional Liability Insurance; however, the sample contract does require Professional Liability Insurance. Professional Liability

12. If a Professional Engineering Firm is required to lead this project, does this RFP meet the requirements for the Mini-Brooks Act to be waived? This project does not require it to be led by an engineer or architect and therefore does not need to meet the provision of the Mini Brooks Act.

End of Addendum