

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 an 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 out 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