



DECEMBER 12, 2018

Re: **18RFP111918-DRR, COMMUNITY DEVELOPMENT**
 CONSTRUCTION PROJECT MANAGER

Dear Respondent(s):

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced 18RFP111918-DRR, COMMUNITY DEVELOPMENT CONSTRUCTION PROJECT MANAGER.

Except as provided herein, all terms and conditions in the 18RFP111918-DRR referenced above remain unchanged and in full force and effect.

Sincerely,

Donald R. Riley

**Donald R. Riley, CPPB
Purchasing Specialist**

**18RFP111918-DRR, COMMUNITY DEVELOPMENT CONSTRUCTION
PROJECT MANAGER
Addendum No. 2
Page Two**

This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

Attached hereto are responses to questions submitted about the above quotation document.

Except as provided herein, all terms and conditions in the bid referenced above remain unchanged and in full force and effect.

Failure to return a signed copy of this addendum could render your bid non-responsive.

ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Finance Department - Purchasing Division, City of Stockbridge, 4640 Henry Boulevard, Stockbridge, Georgia 30281 by the proposal due date and time **DECEMBER 20, 2018 before 12:00 P.M. (NOON) E.S.T.**

This is to acknowledge receipt of Addendum No. 2, _____ day of _____, 2018.

Legal Name of Bidder

Signature of Authorized Representative

Title

QUESTIONS REGARDING 18RFP111918-DRR, COMMUNITY DEVELOPMENT CONSTRUCTION PROJECT MANAGER are clarified below:

1. Will the Grant Writer referenced at the Non-Mandatory Pre-Proposal Conference be a City of Stockbridge Employee or an approved outside firm, one that proposers can team with?

Response: On December 10, 2018 the City approved Alagrants, LLC. DBA Azimuth approved grant writing agency for the City of Stockbridge.

2. Will the City of Stockbridge consider a time extension for the proposed bid due date? A 19 Nov 18 date of issuance and a 20 Dec 18 due date is a very tight window, including the announcement of the Grant Writer on 10 Dec 18. This submitter, as likely the case with other firms, wants to optimize the best practices approach that delivers the maximum benefit to the City of Stockbridge.

Response: No. This bid is due on December 20, 2018 @ Noon est.

3. Will the City of Stockbridge breakout the proposed project backlog by categories, e.g., vertical construction, roadway construction, infrastructure, etc.?

Response: This bid is not for constructing of the project; therefore, a performance and payment bond is not required.

4. Will the City of Stockbridge share the elements of the 2038 Comprehensive Plan that are pertinent to RFP #18RFP111918-DRR?

Response: See the City of Stockbridge Comprehensive Plan, 2019-2032.

5. Will the City of Stockbridge change the awarded contract effective timeframe, as stated in §3.4 TERM OF AGREEMENT, from one (1) year with no renewal to one (1) year plus two one (1) year renewal options?

Response: This award shall be one (1) year with two (2), one (1) year renewable options for both parties which is subjected to Mayor and Council approval.

6. Will office, desk space, computers, technology appurtenances and access to the City of Stockbridge's data network be made available to the Community Development Construction Project Manager and team?

Response: This is subject to seating availability and how many project are being task by the City Manager or his designee.

7. List the projects that require immediate project coordination services and their projected completion dates?

Response: See the City of Stockbridge Comprehensive Plan, 2019-2032.

8. Current staff our firm would be working with and their titles?

Response: The City Manager, the Community Development Director and their designee.

9. Outside local professional firms the City has engaged that the winner would be coordinating with if need be.

Response: The City will consult with the awarded vendor prior the start-up of any project.

10. After an award if we are in need of adding to our team persons with the skill to accomplish a work order can we get the City to approve at that time if need be?

Response: Prior to the start up of any project the awarded vendor will consult with the City and give a list of employees or sub-contractors for approval by the City before any task orders will be issued.

11. Are independent contractor (who is not a partner) agreements instead of W-2 employees considered subcontractors/subconsultants or staff?

Response: Independent Contractors are considered sub-contractors and/or sub-consultants must have their own e-verify number and submit their information to the City prior to starting any task orders or request.

12. If the Company's preparer of financial statements is a CPA do they have to be audited?

Response: Unaudited financials are acceptable.

13. Confirm that for this award a performance bond is not required?

Response: As a part of this solicitation a performance bond is not required at this time.

14. If we need to add a specialist to the team at some point during the contract award can we get the e verify done at that time?

Response: E-verify must be presented to the City prior to any work or work order being issued by the City.

15. Will the applicant firm get credit for working with Non Profits using Block Grant or other Government funds for projects in the community?

Response: This is not a federal project; therefore, there will not be any credit given to work being performed under this solicitation.

16. Can the applicant firm substitute Government client experience with private sector projects?

Response: The City will allow it; however, the projects must be similar in size, services, and scope of what the City is desiring.

17. Did I understand you to say that a possible scope of work may include acting as a general contractor or construction manager?

Response: This solicitation is for a Construction Project Manager for the City of Stockbridge; therefore, the City is looking for someone or a team to manage project as a general contractor or in some events be a construction manager over various projects throughout the City of Stockbridge.