



CITY OF SUFFOLK

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ADDENDUM NO. 2

City of Suffolk
RFP #18080-JS
June 4, 2018

Purchasing Division
442 Market Street, Room 1086
Suffolk, VA 23434-5237
Phone: (757) 514-7520 / Fax: (757) 514-7524
<http://www.suffolkva.us/purchasing>

The Request for Proposal (RFP) for the Project Management and Construction Inspection Services has been amended.

The following modifications are incorporated in the RFP:

Page 12, Paragraph E Qualifications

Delete:

“environmental engineering services”

Replace with:

“project management and construction inspection services”

The following questions and answers are incorporated in the bid:

Q1: In reviewing the solicitation RFP 18080, it states firms are required to be prequalified through VDOT to perform this type of work. However, VDOT doesn't prequalify engineering and CM firms for this type of work, only contractors. What are the requirements of the City for this type of service?

A1: This work will not require the “Firm” to be prequalified as it is typically understood in a construction contract, however each firm will have to provide personnel that have the required “Certifications” as may be required depending on each individual project's needs to perform the tasks outlined within the RFP to include VDOT certifications for inspectors, Project Management Professional certifications for project managers (if required for specific project(s), Professional Engineers or Surveyors should they be required. This can be through the Prime, subcontractors or any combination of both.

Q2: Related to keeping project documentation, does the city have their own construction documentation system that the Consultant would be able to utilize, or VDOT's SiteManager system for instance, or is the Consultant expected to provide their own documentation system?

A2: Combination of City's construction documents and VDOT project management and inspection documents.

Q3: Regarding the 'Scope of Services' section 6.C.4 on page 7 of the RFP, what specific certifications are required for inspections of facilities and public utilities? In section 5.0, under 'Staff Experience', it states that the vendor shall provide 1 inspector having a minimum of 3 years' experience as an Agent 2 Special Inspector as per the provision of the Virginia Uniform Statewide Building Code (USBC). Is this the certification that is being referenced in 6.C.4 or are their additional certifications?

A3: Facilities should be in accordance with city, state and federal building codes and regulations.

Q4: Are there any requirements for the environmental manager referenced in section 6.D at the bottom of page 7 other than having Virginia DEQ certifications in erosion and sediment control, and storm water?

A4: Minimum requirement is for staff to have Virginia DEQ certifications in erosion and sediment control, and storm water inspections.

Contract Officer:


Jay Smigielski, Purchasing Agent

If you have any questions regarding this Addendum, please contact Jay Smigielski, Purchasing Agent at jsmigielski@suffolkva.us

It is the responsibility of the offeror to ensure that they have read and met the specifications of all addendums in their proposal.