



CITY OF SUFFOLK

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ADDENDUM NO. 4

City of Suffolk
RFP #18080-JS
June 12, 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 questions and answers are incorporated in the bid:

Q1: On page 12 of the RFP under item C Methodology Section, it states that offerors shall provide a detailed description of specific tasks you will require from the City staff. Explain what the respective roles of City staff and your staff would be to complete the tasks specified herein. Can you provide further instruction and more detail as to what exactly the City is looking for offerors to provide?

A1: Offerors staff will report directly to the City's assigned project engineer/manager from the various departments who may utilize this contract.

Offerors will be required to provide all relevant project management or inspection tasks associated with local state and federal projects. Offerors shall provide the methodology (as enumerated on page 11 & 12) in how they will deliver the management and inspections tasks as assigned and as they relate to local state and federal requirements.

Q2: On page 12 of the RFP under item E Qualifications, it states that offerors shall furnish a list of a maximum of five (5) projects specifically performed in compliance with VDOT specifications and which include federal funding procedures/requirements. Since this contract may include, in addition to horizontal (transportation) projects, vertical construction projects including buildings, will you accept additional project/contract examples beyond the five (5) project maximum, that demonstrate vertical construction project experience?

A2: Offerors need to have examples of horizontal (transportation), public utilities and vertical construction to include buildings. It is recommended that the offeror have a good representation of each so that each department may evaluate the offeror for the

services that may required for any given project. The offeror should have no more than ten (10) examples.

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.