



CITY OF SUFFOLK

P.O. BOX 1858, SUFFOLK, VA, 23439-1858, T: (757) 514-7520; FAX (757) 514-7524

ADDENDUM NO. 2

City of Suffolk
RFP #21078-JS
February 11, 2021

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 Construction Project Closeout Services has been amended.

The following question and answer is incorporated in the RFP:

Q1: In Section 7.0, Personnel Qualifications and Duties, the Construction Project Manager and the Construction Manager have the same description. Are these meant to be seen as separate positions?

A1: These are possible jobs descriptions that may be utilized by the proposer but are not required as it is incumbent upon the proposer to show that they can manage the required work load.

Q2: Please clarify which forms are required at time of submission.

A2: The following forms are to be included with the proposal:

1. Signature Sheet (page 27)
2. Proprietary/Confidential Information Identification (page 28)
3. Anti-Collusion/non-discrimination/drug-free workplace (page 29)
4. Proof of Authority to Transact Business in Virginia (page 30)
5. Certificate Regarding Debarment – Prime (VDOT form)
6. Certificate Regarding Debarment - Lower tier (VDOT form)
7. Firm Date Sheet (VDOT form)

All other information remains unchanged.

Contract Officer:

Jay Smigielski, Purchasing Agent,

A handwritten signature in black ink, appearing to read 'J. Smigielski', is written over a horizontal line. The signature is stylized and cursive.

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.