



April 22, 2021

Mr. Paul Simonton
Simonton Engineering
1050 Parkside Commons, Suite 101
Greensboro, GA 30642

RE: Responses to your questions in regard to Flemington General Engineering Service RFQ 21-001

Dear Mr. Simonton:

Please see the attached answers to your questions we received on April 20th in regard to the City of Flemington's General Engineering Service RFQ 21-001. Our answers to your questions are shown in red print beneath each question from you. This response is being sent to all known potential offerors and will also be published on the LCPC website (www.thelcpc.org) and the City of Flemington website (www.cityofflemington.org).

Please let me know if you have further questions regarding RFQ 21-001.

Sincerely,

Jeff Ricketson, AICP
Executive Director

Attachment

Cc: Mr. Marcus Sack, M.E. Sack Engineering
Mr. Trent Long, T.R. Long Engineering



April 19, 2021
RFQ 21-001
Questions in regard to the RFQ

III Scope of Work Requested

3.1 Proposed Scope of Work

This section does not include plan preparation or engineering requiring a Professional Engineer as part of the scope. Many of the projects will require design in accordance with GDOT standards and using "Open Roads" software. It sounds like a scope for a Project manager managing the engineering.

A: The scope includes engineering, engineering management as appropriate, and project management for construction.

3.3 Pre-construction Services,

First paragraph – refers to the "Selected Project Management Company" - Shouldn't this be the selected Engineering consultant.

A: Selected Project Management Company" and "Selected Engineering Consultant" are synonymous for purposes of the RFQ.

5th bullet – Coordinate engineering support for limited construction plans and bid documents for minor projects including, but not limited to, drainage improvements, sidewalks, etc. Shouldn't this be modified to say "Perform and engineering & construction management/ inspection services for

A: No. This refers to preconstruction tasks.

3.4 Construction Services,

The engineer really doesn't perform construction services. Nor do we manage materials that belong t the contractor. This paragraph identifies the duties of a Construction Manager at Risk where the engineering has already been done and he is managing the construction of the project. This paragraph should likely be deleted and changed to the Engineer will perform construction administration and inspections to act as the City's liaison/agent during the construction of the project. Then include the list of responsibilities.

1st bullet – Prepare or validate construct ion cost estimates based on preliminary plans and prepare final estimates for engineers along with cost comparison. Suggested change; Prepare "Opinion of

Project cost” at the preliminary and final design to brief the Mayor and Council on anticipated cost.

4th bullet change to: “Receive, review and archive all submittals including schedules, shop drawings and as-builts” Since the engineer is doing the engineering and erosion and sediment control and he would not be involved in the architectural plan except for site work he would not need to receive and review them.

A: RFQ will stand as published.

3.5 Post Construction Closeout –

1st Bullet - engineer is not involved in audit activity other than process pay request and keeping up with budget.

7th bullet – Convene a final program management closeout meeting. Usually a Project Manager function of a PM at Risk project. We would do a Final Inspection which closes the project. Client is invited and sometimes attends.

A: RFQ will stand as published.

4.2 Qualifications Format

Most RFQs limit the size of the RFQ response, usually about 20 pages so you don't get responses that are difficult to review.

A: Noted. Brevity is encouraged from all offerors.

Qualifications

Section III Response to Scope of Work requested.

No specific scope of work is included in the RFQ? The RFQ ask that the company respond in detail and shall address each listed item in the order as it appears in the Scope of Services? The scope is a general description of providing General Engineering Services. The bulleted items do not address any specific scope and is very general in the items that request approach to the service. I suggest a change to the opening paragraph and just say for an approach to provide General Engineering services to a City the size of Flemington. The bullets could be eliminated since they really do not provide an approach to delivering a scope.

A: RFQ will stand as published.

Section VI Optional Material – You may want to eliminate this. It will get you a lot of preprinted brochures that are of little use.

A: RFQ will stand as published.

**B. Cost portion of Qualifications
Cost Qualification Format**

Since there is no scope to assign cost of you may want to change this to a list of billable hourly rates.

A: A list of the offeror's billable hourly rate will suffice for this item.

Acknowledgement of Insurance requirements (This one is really messed up) See attached normal coverages below

The category and amounts identified are typical of a contractor not an engineering firm and conflict with Exhibit H Insurance Requirements

Workers comp is good with the statutory value

General liability would cover coverage is good with a limit of about

Automobile coverage is good with all of the others included

Should have Professional Liability with in the amount of \$3,000,000 which is included in Exhibit H.

Umbrella insurance of \$10,000,000 is way out of line for an engineering firm, probably not for a contractor

Exhibit H calls for Contractors Pollution legal and asbestos. Those are both Contractor coverage

A: Exhibit H will govern with regard to insurance requirements.

Payment and Performance Bond

Engineers can't get these. That is what Errors and Omissions insurance is for.

A: Exhibit H will govern with regard to bonding requirements.

V. Evaluation Criteria for Selection

5.1 The first paragraph states to be considered the Company must have expertise in Program Management – This should be changed to General Engineering.

A: RFQ will stand as published. "Program Management Services" shall be inclusive of "General Engineering".

5.2 Evaluation Criteria

Is the criteria weighted or are they all 20% of the final score? With no scope this is hard.

A: The five evaluation criteria are weighed equally.

A. Compliance with the RFQ –
Technical Portion
Section 1 the Cover letter – Clear direction
Section II Background and Qualifications – Clear Direction
Section III Response to Scope – There is no scope its all about the Firms
Qualification which is included in II above. Not sure how you would score this?
Section IV References - Clear Direction
Section V Required Forms - Clear Direction
Section VI Optional Material – You may want to remove this to avoid 100-page
responses

A: RFQ will stand as published.

B Cost Portion of Qualifications – This is just a schedule of Hourly rates and may
be Mileage rates right?

A: Yes.

E. Cost and fee Qualifications – This is hourly rates right? Not what is
says ?

A: A list of offeror's billable hourly rate will suffice for this item.

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The Company agrees to provide all services as described in this document for
the amount listed in its cost proposal. You probably want to remove this. We
only have hourly rates so you cant agree to this?

A: Offeror signs in agreement the billable hourly rate list submitted is their cost
proposal.

Service Agreement – I would assume the Service Agreement is a sample of what
to expect in the end but is not required to be part of the RFQ response since
there is no scope and the terms are more directed to a contract with a contractor
than an engineer. We would suggest the agreement be EJCDC or other
accepted Professional services agreement.

A: Correct. Agreement will be signed with successful offeror.

Also Exhibits A and B will be filled in once selected and the scope is identified?

A: Correct.

Please contact me if you have any questions in regard to these questions.