

Addendum 2

1. The rfp is titled Design and Engineering services for parks, trails, etc., but then the scope and some of the criteria is more geared towards a program management company who doesn't design or engineer. In V, Evaluation Criteria, 5.1, it says the firm must have expertise in program management, which isn't really design/engineering, and doesn't mention that the firm must have expertise in design/engineering of similar projects. Some of the language appears to be geared towards a DOT program manager, so we're wondering if that is more of the type of service you're wanting here. The scope of work outlines all the steps that a typical program management company (again one who usually doesn't do the design work) and only alludes to design services in one of the bullets where a design/engineering firm might typically coordinate with a program manager. It doesn't spell out the normal steps of design and engineering for plans, a landscape architect/engineer/architect's role in construction, etc., like we would normally see in a rfp for design services. Can you tell us if you're looking more for a company that designs and engineers parks but who could also provide some of the steps outlined in the scope of work as a supporting effort to the program manager? Or are you looking for a company who largely does all the program management services in the scope of work, even if that means hiring a park design/engineering company later through a separate rfp to work with your program manager?

[We are looking for a design and engineering firm that can also provide program management as needed.](#)

2. In Section IV, references, it asks for a minimum of 5 references. I think someone asked it as part of the addendum, but in addition to just reference contacts here, would you want to see previous project examples, descriptions of projects, photos showing the outcomes, etc., that would demonstrate our abilities in park design and engineering? We see later in this section that you ask for all of our Company's work in this area for the past 3 years, along with agreements from references to be contacted for all of them, however, our company regularly designs and engineers dozens of parks each year, mostly in Georgia, so including all of our work for the past 3 years would be quite a lot of information. Would you rather see representative projects/references instead rather than all of them?

[Representative projects/references would be fine if your project list is expansive.](#)

3. In the Costs and Cost form, since there isn't yet a scope of work for design, are you looking for us to submit our hourly rates here?

[Yes.](#)

4. On page 19, in the insurance requirements, we see that excess umbrella liability is \$10m each occurrence, which is a good bit higher than we're used to seeing when we design/engineer parks for large park municipal park departments and their

projects. Could this be lowered perhaps? We carry \$5m, which is what we typically see required on other municipal design service contracts in the area. On page 21, it mentions that umbrella insurance should be \$3m.

Can lower to \$5mill

5. On page 19 it also requires a payment/performance bond. Typically this is required of construction contractors but I don't believe we've ever seen it required of engineers/architects/landscape architects. We're not sure if we can be issued a payment/performance bond if we're not the construction company. Can this be waived?

Yes.

6. In the insurance requirements on page 10 it doesn't mention professional liability insurance typically required of architects/engineers/landscape architects, making us thing the scope of work and other language here wasn't meant for architects/engineers/landscape architects. However, on page 21 it is mentioned. When it is mentioned on page 21 it is in the amount of \$3m per occurrence and aggregate, which is a good bit higher than what we are used to seeing on other similar design service contracts with other municipalities in the area. Could this be lowered? We carry \$2m each, \$4m aggregate here, which is more than other companies likely carry. \$1m/\$2m is more common in the area.

Lower to 1 and 2

7. On page 22 there is a requirement for a fidelity (employee dishonesty) bond. We're not used to seeing that in other municipal design contracts for similar work in the area. Given that we're providing professional liability insurance which largely covers the same thing, will that suffice and can the requirement for this bond be waived?

Yes.

8. Would the City consider an electronic submittal for the RFQ instead of the three hard copies and one digital copy on CD or flash drive?

This would be a good idea for the future. But for this RFQ we would like to stick with how it is written.