



PURCHASING DEPARTMENT  
1772 County Services Parkway  
Marietta, Georgia 30008-4012  
(770) 528-8400/FAX (770) 528-1154

Rick Brun  
DIRECTOR

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**ADDENDUM No. 1**

**Sealed Bid # 10-5481  
Request for Proposal  
Paratransit Facility at the CCT Multi Use Center**

**DATE: March 15, 2010**

Page 1 of 13

The following addendum hereby amends and/or modifies the Proposal Documents and Specifications as issued for this project. All proposers are subject to the provisions of this Addendum. **Proposers shall acknowledge receipt of this addendum.**

**This Addendum consists of:**

- **Minutes of the March 10, 2010 Pre-Proposal Conference**
- **Questions submitted in writing to date**
- **Pre-Proposal Conference attendee list**
- **Facility Aerial Photograph**

Include this original form inside your proposal package when submitted.

If you have any questions concerning this addenda please contact: John Flood @ 770-528-8418

**All bids must be received before 12:00 (noon) by the Bid Opening date. Bids should be sent/delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008.** Bids will be opened at 2:00 p.m. in the Cobb County Purchasing Department, 1772 County Services Parkway, Bid/Meeting Room, 2<sup>nd</sup> Floor, Marietta, GA 30008.

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**I acknowledge that I have received Addendum No. 1**

Sealed Bid # 10-5481  
**Request for Proposal  
Paratransit Facility at the CCT Multi Use Center**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Sent to Purchasing

\_\_\_\_\_  
Please Print Name

**Please sign, date, and fax back this form ONLY to:  
Fax #: 770-528-1154  
Attn.: John Flood  
Please call 770-528-8400 for questions regarding this addendum.**

**COBB COUNTY  
DEPARTMENT OF TRANSPORTATION  
ENGINEERING DIVISION**

**March 15, 2010**

**Paratransit Facility at the CCT Multi-Use Transit Center  
Sealed Bid # 10-5481**

**ADDENDUM NO. 1**

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**Proposals Received Until March 25, 2010 –12:00 Noon Local Time**

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The following addendum hereby amends and/or modifies the Request for Proposals (RFP) as issued for this project. All proposals are subject to the provisions of this Addendum. **Proposers shall acknowledge receipt of this addendum in their proposal.**

**I. Can you verify project location?**

See attached PDF file.

**II. DBE Form 1 and Form 3 have blanks for the dollar value of DBE services to be performed. Since pricing is not being submitted at this time, do we leave the dollar value blank and assume this will be completed as part of contract negotiations?**

Blanks on forms are not acceptable. Proposer should respond that values will be set upon completion of fee negotiations.

**III. RFP page 7, Article V, items 1a thru q - Is this information to be provided just for the Prime, or for all firms on the team? Can a "Standard Form 330 Architect - Engineer Qualifications" be submitted to address these questions?**

Form should be filled out for prime. Substitute forms should not be allowed.

**IV. Pre-bid Conference**

Minutes from the pre-bid conference held on March 10, 2010 are attached.

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Michael S. Cates, P.E.  
Pre-Construction Engineer

cc: *Electronic copies:*  
Mark Kohntopp, Cobb County Purchasing (w/hard copy)  
John Flood, Cobb County Purchasing (w/hard copy)  
Rebecca Gutowsky, CCT Division Manager  
Tamisha McKenzie, CCT, Trans. Operations Coordinator  
David Jackson, CCDOT Engineering Division  
Mike Cates, CCDOT Pre-Construction

**PARATRANSIT FACILITY AT THE CCT MULTI-USE TRANSIT CENTER**

**Sealed Bid # 10-5481**

**PRE-BID CONFERENCE**

**Bid Date: March 25, 2010 – 12:00 Noon Local Time**

**DATE:** March 10, 2010

**ATTENDEES:** See Attached Sign-in Sheets

**MEETING MINUTES:**

- (1) This is the Pre-bid conference for the Paratransit Facility at the Cobb Community Transit (CCT) Multi-Use Transit Center, Sealed Bid # 10-5481, to be built adjacent to this location. **Bids will be received until 12:00 noon on March 25, 2010, at Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, Georgia.**

**NO BIDS WILL BE ACCEPTED AFTER THE 12:00 NOON DEADLINE.** Those received late will be unopened.

**DO NOT DELIVER BIDS TO COBB COUNTY DEPARTMENT OF TRANSPORTATION OR COBB COMMUNITY TRANSIT OFFICES.**

**Bids will be opened and read aloud at 2:00 p.m. at the Cobb County Purchasing Department, 1772 County Services Parkway. No bid bond is required for this project.**

**Proposer should submit an Original Proposal with 7 copies (with the Original Proposal clearly marked).**

**Any questions regarding the proposal must be submitted in writing to [purchasing@cobbcounty.org](mailto:purchasing@cobbcounty.org) or via fax at 770-528-1154 by Tuesday, March 16<sup>th</sup> prior to 5:00pm. Any questions received after 5:00pm will not be answered.**

Minutes of this meeting and any revisions will be issued as Addendum No. 1. The Addendum/Minutes will be posted on the purchasing website under the bid number and will be the proposer's responsibility to obtain copies.

- (2) **Project Description:**

This request for proposal requires full architectural and engineering services for an Administrative, Operations, and Maintenance building (approximately 30,000 square feet, possibly multi-story), including parking for approximately 50 paratransit buses, 50 senior services buses, 100 drivers, 25 support staff and 30 customers. The facility is to be located on approximately 4.25 acres adjacent to and west of the existing CCT MULTI-USE TRANSIT facility, which Cobb County has recently acquired. Demolition and removal of the existing improvements on the 4.25 acres will be done by others, and is not included in the scope of services for this project.

**PRE-BID CONFERENCE  
MEETING MINUTES  
Paratransit Facility at the CCT Multi-Use Transit Center  
Sealed Bid # 10-5481  
March 10, 2010  
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**(3) Federal Forms**

The federal forms provided in the RFP **MUST** be submitted with the proposal. These forms are a requirement as the project has federal funding.

All forms must be submitted with the proposal, if not the proposal will be considered non-responsive.

Purchasing receives the proposals and sends to Cobb County DOT. Cobb County DOT confirms everything is included as required.

**(4) Proposal Evaluations**

The proposal will be evaluated by a five person evaluation committee, selected by the County Manager from various departments within the County.

The proposals will be narrowed down to three proposals and the County may or may not interview all three firms. Negotiations begin with the top ranked firm and, if not successful, will continue with the second ranked firm, etc.

The selection criteria is listed on page seven of the Request for Proposals document and indicates the possible points for each criteria.

**QUESTIONS**

**(5) Define the program for which this facility will be used, what are the operations?**

Our Paratransit program will be operated out of this facility. You will need to research what a Paratransit facility does. The proposal includes square footage, number of vehicles, etc.

You will need to do your homework on what it takes to operate a Paratransit facility.

The proposals are not to be finalized drawings, but to show your approach to the project, your past experience designing similar facilities, the experience of your staff and selected team members, and other information that a selection committee would use to determine from your proposal your firm's ability to perform the work.

The selection process does not include pricing in the selection criteria, therefore no proposed fee for the work is to be included in the proposal.

**(6) Is there any environmental work included in the project?**

No. A probable categorical exclusion was performed before Cobb County purchased the properties. No environmental concerns were identified. If Cobb County determines that a Level I environmental screening is necessary, the work will be done as a separate contract.

**PRE-BID CONFERENCE  
MEETING MINUTES  
Paratransit Facility at the CCT Multi-Use Transit Center  
Sealed Bid # 10-5481  
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**(7) Is geotechnical investigations to be included in the project?**

Yes, geotechnical investigations resulting in a soils report and foundation recommendations will be included in the project.

**(8) Will a survey be required? Is boundary survey part of the scope?**

Yes, a survey of the properties, including a boundary survey, will be included in the project.

**(9) What about fixtures, furnishings, equipment, etc.**

The fixtures would be handled separately, only fixed equipment, such as overhead doors, etc. would be included.

**(10) What is the budget?**

There is a fixed amount of funding available for the project, all components must come out of this \$6,000,000 (demolition, engineering, construction, etc).

**(11) What is the cost of the demolition?**

The County will do most of the demolition in-house. There will not be a large dollar amount coming out of the budget for demolition.

**(12) Any requirements for CNG (Compressed National Gas)?**

No.

**(13) What is the schedule for the facility?**

The desired bid date for the project is late spring or early summer, 2011. The design of the project will follow Cobb County DOT procedures, and will move faster than projects that involve GDOT or GRTA. David Jackson, Cobb County DOT Special Project Engineer, will be the county's project manager and the main contact for the project. Rebecca Gutowsky, the CCT transit Division Manager, also available for questions.

**(14) Will the successful firm oversee construction of the facility?**

No, CCT has a construction management staff and will oversee the construction of the facility. Architectural firms normally oversee the construction of projects they design, but that will not be the case with this project. Also, bidding assistance usually provided by Architectural firms will not be included in this project since Cobb County Purchasing and Cobb County DOT will bid the project through the County's normal bid procedure.

**PRE-BID CONFERENCE  
MEETING MINUTES  
Paratransit Facility at the CCT Multi-Use Transit Center  
Sealed Bid # 10-5481  
March 10, 2010  
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**(15) How many pages are allowed in the proposal?**

Ten pages total for your technical approach. As mentioned in the RFP, this excludes cover letter, DBE attachments, photo pages, drawings or illustrations, dividers or resumes of proposed staff.

**(16) Is a site map showing the location and size of the site available?**

Yes, a marked up aerial photo indicating the outline of the site and its location will be included in Addendum 1. Cobb County has purchased the three properties adjacent to the existing CCT Multi-use Transit Center. The tenants in the two buildings located on the site should be relocated by summer. A QuikTrip convenience store/gas station is currently under construction at the corner of S. Fairground St. and S. Marietta Parkway.

**(17) Do you have plans available to review for the existing CCT Multi-use Transit Center?**

No, however, a tour of the existing facility will be conducted for proposers on Friday, March 19, 2010 at 10:00am at the CCT Multi-Use Facility, 463 Commerce Drive, Suite 114, Marietta, Georgia by Rebecca Gutowsky, Cobb County Transit Division Manager.

**(18) Will there be any Addendums issued?**

Addendum No. 1 will be issued and include the minutes of this pre-bid conference, aerial of site, and copy of sign-in sheets. It will be the proposer's responsibility to obtain the addendum from the website. Addendum No. 1 will be issued in the next few days and, if required, another addendum if there are any additional questions prior to 5:00pm on March 16, 2010.

**(19) Is the new facility going to be LEEDS certified?**

Cobb County desires that the Paratransit Facility be Leeds certified.

**(20) Are there LEEDS points in the demolition?**

No.

**(21) Would it be beneficial to combine the demolition and construction?**

They will remain separate actions.



350

591

603

611

621

249

749

600

650

670

South Marietta Pkwy

SITE OF PROPOSED  
PARATRANSIT FACILITY

EXISTING  
COBB COMMUNITY TRANSIT  
MULTI-USE TRANSIT CENTER

463

Fairground St

430

470

Commerce Park Dr

PRE-PROPOSAL MEETING  
March 10, 2010

PARATRANSIT FACILITY AT THE CCT MULTI-USE TRANSIT CENTER  
COBB COUNTY PROJECT NO. 4832  
SEALED BID # 10-5481

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BIDS DUE: MARCH 25, 2010 - 12:00 NOON

Name	Company & Address	Phone/Email
Jeanie Janson	Warner Summers 1550 Southland Circle, Atl, GA 30338	Ph 404.351.6075 Email jjanson@warnersummers.com
Dana Williams	Nova Engineering & Environmental	Ph 770.883.8231 Email dwilliams@usanova.com
Shivana Waterman and Ellen Long	Long Engineering 2550 Heritage Ct. Suite 100 Atl. GA 30334	Ph 770.951.2495 Email spw@longeng.com
Marvyn Howell	The Howell Group, Inc. 965 Piedmont Rd NE Ste 100 Marietta GA	Ph (678) 354-5611 Email mhowell@thehowellgroup.net
Steve Olney	CCT/PBS & J	Ph 4.276.4277 Email steve.olney@cobbcounty.org
MICHAEL SMYDEL	RICHARD WITTSCHIEBE HAND	Ph 404 688 2200 Email mike@rwhdesign.com
ROBERT FOWLER	FOWLER DESIGN ASSOCIATES 1360 PEACHTREE ST, STE 1105, ATLANTA, GA 30309	Ph 404.733.5900 Email rfwfowler@fowlerdesignassociates.com

PRE-PROPOSAL MEETING

March 10, 2010

PARATRANSIT FACILITY AT THE CCT MULTI-USE TRANSIT CENTER  
 COBB COUNTY PROJECT NO. 4832  
 SEALED BID # 10-5481

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BIDS DUE: MARCH 25, 2010 – 12:00 NOON

Name	Company & Address	Phone/Email
HARLEY G. GRIFFIN	DELON HAMPTON & ASSOC. CHARTERED 229 PEACHTREE ST., N.E. STE. 1510 ATLANTA, GA 30303	Ph 404-524-8030 Email hgriffin@delonhampton.com
LESTER LOVE	NILES BOLTON ASSOCIATES 3060 PEACHTREE RD NW ATLANTA, GA. 30305	Ph 404/365-7600 Email llove@nilesbolton.com
Jennifer Christman	CERM 2115 Monroe Dr., Suite 110 Atlanta GA	Ph 678.999.0173 Email jchristman@cerm.com
Rob MacPherson	Prime Engineering 1888 Emory St. S-300 Atlanta 30318	Ph 404-425-7100 Email rmacpherson@prime-eng.com
JAY ASHTIANI	UNITED CONSULTING	Ph JASHTIANI@UNITEDCONSULTING.COM Email 77-582-2855
HAL ADAMS RICHARD TODD	ADAMS TODD + ASSOCIATES "	Ph 770 856-1156 rtodd@ADAMSTODDASSOCIATES.COM Email ADAMS@ADAMSTODDASSOCIATES.COM
JEFFREY L. ROBINSON	J. W. ROBINSON & ASSOC. INC. ARCHITECTS 1020 RALPH D ABRAHAMSON BLVD	Ph 404-753-4124 Email Jeffrey@jwrobinson.com

PRE-PROPOSAL MEETING

March 10, 2010

PARATRANSIT FACILITY AT THE CCT MULTI-USE TRANSIT CENTER

COBB COUNTY PROJECT NO. 4832

SEALED BID # 10-5481

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BIDS DUE: MARCH 25, 2010 – 12:00 NOON

Name	Company & Address	Phone/Email
Bobbie Unger	The Architecture Group	Ph 678 222 0375
	381 Venable St Atl. GA 30313	Email bunger@thearchitecturegroup.com
Jeff fincher	CDH Partners	Ph 678 784 3425
	675 Tower Rd Marietta, 30060	Email Jeff.fincher@cdhpartners.com
JOHN GROSS	MORELAND ALTOBELLI ASSOC	Ph 770 565 8520
	1800 ROSWELL RD, STE 1050 MARIETTA 30067	Email cobb@maal-not
JEREMIAH PHILLIPS	EBERLY & ASSOCIATES	Ph (770) 452-7849
	1852 CENTURY PLACE, STE 202, Atlanta GA 30345	Email jphillips@eberly.net
Mark Holmberg	Heath & Lineback Eng.	Ph 770 424 1668
	2290 Canton Rd Marietta, GA 30064	Email mholmberg@heathlineback.com
LEONARD GUTOWSKY	CCT	Ph 770 528-1614
		Email
DAVID A JACKSON	COBB DOT	Ph 770-528-1660
		Email david.jackson@cobbcounty.org

**PRE-PROPOSAL MEETING**

March 10, 2010

**PARATRANSIT FACILITY AT THE CCT MULTI-USE TRANSIT CENTER**

**COBB COUNTY PROJECT NO. 4832**

**SEALED BID # 10-5481**

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**BIDS DUE: MARCH 25, 2010 – 12:00 NOON**

Name	Company & Address	Phone/Email
DARRYL CARTY	PB 3340 PETER RD, SUITE 2400	Ph 404 364-2698
	ATLANTA, GA 30328	Email carty@pbworld.com
Aimee miners	Pond & Company 3500 Parkway Lane, Suite 600	Ph 678-336-7740
	Norcross, GA	Email minersA@pondco.com
Jason Culberson	Veolia/CCT	Ph 770 429-7305
		Email jason.culberson@cobbcounty.org
Nancy Rouse	Cobb DOT/	Ph 770-528-1621
		Email nancy.rouse@cobbcounty.org
MICHAEL Holloway	PHILIP CARNES & ASSOC. 4939 LOWER ROSWELL RD. #103	Ph 770.578.3300
	MARIETTA, GA 30068	Email mh@pcarchitects.com
April Tarr	Street Smarts, Inc. 3160 Main Street, Ste 100	Ph (770) 813-0882
	Duluth, GA 30096	Email april@streetsmarts.us
Russell Wolfe	BRPH Architects - Engineers, Inc. 2000 Powers Ferry Rd., Suite 600	Ph 678.784.5804
	Marietta, GA 30067	Email rwolfe@brph.com



PRE- BID CONFERENCE  
 REQUEST FOR PROPOSAL  
 PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES FOR THE  
 MULTI USE TRANSIT CENTER PARATRANSIT FACILITY

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SEALED BID #10-5481  
 COBB COUNTY COMMUNITY TRANSIT  
 MARCH 10, 2010

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
LYLE GREEN	COOPER CARRY SUITE 2400, 191 PEACHTREE RD ATLANTA, GA 30303	404-240-9578	404-237-0276	lyle.green@coopercarry.com
CHIOKE DUCHETT	DUCHETT DESIGN GROUP 1632 WARE AVENUE EAST POINT, GA 30310	404-592-4539	404-592-5180	chioke.duchett@ddesigngroup.com
BOB STORY	PIEDMONT GEOTECHNICAL P.O. BOX 1997 ROSWELL, GA 30077	770-752-9205	770-752-0890	BSTORY@PGCI.COM
JOSH PINCHOK	AEROTEK ENGINEERING 3225 CUMBERLAND BLVD ATLANTA, GA 30339	770-250-1203	770-250-1291	jpinchok@aerotek.com
Tami McKenzie	CCT 463 Commerce Pkwy Marietta GA	770-528-1604	770-528-4360	tamisha.mckenzie@cobbcounty.org