



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

Mark Kohntopp
INTERIM DIRECTOR

ADDENDUM No. 1

**Sealed Bid # 11-5598
Request for Qualifications
On-Demand Engineering Consulting Services at
Cobb County Airport – McCollum Field**

DATE: October 5, 2011

Page 1 of 2

The following addendum hereby amends and/or modifies the Proposal Documents and specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

Proposers shall acknowledge receipt of this addendum.

Include this original form inside your proposal package.

This Addendum consists of:

- **Questions submitted in writing**

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008.

Electronic / faxed bid response will not be considered.

I acknowledge that I have received Addendum No. 1

**Sealed Bid # 11-5598
Request for Qualifications
On-Demand Engineering Consulting Services at
Cobb County Airport – McCollum Field**

Company Name

Signature

Date Sent to Purchasing

Please Print Name

Please sign, date, and return this form ONLY to:
Cobb County Purchasing Department
Fax #: 770-528-1154
E-Mail: purchasing@cobbcounty.org

Please note: The deadline for questions is: October 4, 2011 by 5:00 pm
Any questions received after this deadline will not be considered.

Addendum 1
Sealed Bid # 11-5598
Request for Qualifications
On-Demand Engineering Consulting Services at Cobb County Airport – McCollum Field

Questions Submitted in Writing

1. Question: Does the sealed bid label need to put cut out and tapes to outside of envelope or can all the information from it be hand written?

Answer: It can be handwritten as long as it includes the required information such as the Title of the Bid and you Company Name on the outside of the envelope.

2. Question: The RFQ states that a DBE firm should fill out the DBE forms contained in the RFQ. If you have a DBE member on the team proposing but isn't the team leader does this team member still have to fill out all DBE forms and have them in proposal?

Answer: A DBE Member on the team that is not the team leader does not need to complete the DBE Form as part of the RFQ Submittal, however, the County reserves the right to verify any Team Members' DBE designations prior to a contract award.

3. Question: Does the bid proposal form need to be included in all copies of proposal or just a signed copy inside of envelope

Answer: Provide all required information in all copies of the proposals so that each copy of the proposal may be reviewed as a stand alone complete document.

4. Question: It is assumed that the RFQ is for non-cost technical proposals and that all references to "price" is considered an error? *Please clarify the following:*

Page 1 - The Cobb County Department of Transportation (Cobb County DOT) is requesting **non-cost** technical Statement of Qualifications for a five-year agreement providing On-Demand Engineering Consulting Services for Cobb County Airport – McCollum Field.

Page 5 - Unit price for each quotation shall be shown and such price shall include packing unless otherwise specified, along with a total and grand total where applicable. In case of discrepancy between a unit price and extended price, the unit price will be presumed correct.

Page 11 - Prices quoted by proposal shall be firm and best prices. Prices quoted must be valid for a minimum of ninety (90) days from the date of bid opening.

Page 12 - The County will use a specific set of criteria for the qualitative evaluation of competitive proposals. The structure of the evaluation will be to assign points to each response in a number of categories. A non-response to a specific category will result in no points being awarded for that category. Final rankings will be based on a combination of price and qualitative factors.

Answer: The Request for Qualifications is to be a non-cost technical proposal. Any references to costs within the Cobb County General Instructions for Proposers, Terms and Conditions, as referenced in the above are to be ignored.