

**COBB COUNTY
DEPARTMENT OF TRANSPORTATION
ENGINEERING DIVISION**

**January 18, 2012
Task Order Contracting**

ADDENDUM NO. 3

Proposals Received Until January 26, 2012 –12:00 Noon Local Time

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 by completing the attached Addendum Acknowledgement Form.**

I. CONSULTANT SERVICES AGREEMENT

All references to the Consultant Services Agreement on Page 8, Paragraph 1 has been removed. Proposers are NOT required to include a statement they have reviewed the contract.

II. QUESTIONS AND ANSWERS

Q1. Addendum No. 2 lists “Senior Planner” in the Category B fee schedule. Planning is not one of the GDOT pre-qualifications listed for Category B. Do we need to include a planner on the team for Category B, or should we leave it blank?

A1. No, please leave this field blank.

Q2. Category D (Soils, Foundation, Materials Testing) – the title of this category includes materials testing, suggesting that the scope of work may include traditional Construction Materials testing (i.e. soil, concrete, asphalt) and presumably inspections (perhaps Special Inspections). However, there is no other mention of this type of work under the Category D heading nor are their unit rates for these types of service fees in Attachment A Fee Schedule for Category D. Are Construction Testing and Inspection services to be included in the scope of work for Category D?

A2. No, Construction Testing and Inspection is NOT included in the scope of work.

Q3. Page 2 of the RFP states firm submitting proposal must be “prequalified with Cobb County DOT...in appropriate area and classes for this project.” We are not aware of specific Cobb County prequal procedures for geotechnical services, can you expand on what this statement means?

A3. When you apply for pre-qualification with the County you specify which areas your firm would like to be qualified in and the GDOT Notice of Professional Consultant Qualification form also indicates the area(s) in which you are pre-qualified and the County sends you a letter once you are pre-qualified listing these areas.

Q4. Will the Proposal Fee Schedules count toward the 25 page limit?

A4. No.

Q5. Regarding Section 5 Financial Stability - Can you further define what is expected with regard to Liquidity, Financial Leverage, and Profitability Ratios. Which of these would you like to see?

A5. The following table indicates what will be ranked in terms of Financial Stability:

Financial Evaluation of Bidder							
Liquidity Ratios							
Current Ratio	82.12%			Current Assets/ Current Liabilities			
Cash Ratio	13.93%	1		Cash and Cash Equivalents / Current Liabilities			
Financial Leverage Ratios							
Debt Ratio	47.33%			Long Term Debt / Total Assets			
Debt to Equity Ratio	143.34%	2		Long Term Debt / Total Equity			
Profitability Ratios							
Return on Assets	24.09%			Net Income / Total Assets			
Return on Equity	72.96%	1		Net Income / Total Equity			
Audited or Reviewed		1					
Total Points		5					

Q6. Regarding Section 5 Financial Stability – How will the points be awarded for the various ratios? Is there a minimum ratio required to receive the points or will the points be awarded based on a comparison of ratios between the submitting firms?

A6. See above answer.

Q7. As a sub-consultant located in Hall County (GDOT certified) do we need to be a registered vendor with Cobb County or does this apply only to the prime for the RFP?

A7. This applies only to the Prime – as they will be the only firm invoicing the County.

Q8. In the Pre-proposal conference minutes, (4) Special Items to Note:

C. Traffic Engineering: 1.10, 3.06, 3.07, 3.09

From here it looks the category 3.08 has been removed, and 1.10 has been added. However, in (5), Questions and Answers, Q16./A16., it says the Class of 3.08 has been added to revised Category C contained in this addendum. From here, looks category 3.08 is still needed, but it's not reflected in the fee schedule. Could you clarify this?

A8. 3.08 was added to Category B, a fee schedule for Landscape Architect is not needed for Category C.

Q9. Is it necessary for sub-consultants on a proposing team be prequalified with Cobb DOT if the prime consultant is prequalified?

A9. Yes.

Q10. The RFQ document states:

“The Consultant will be expected to sign a Consultant Services Agreement for Professional Services developed by Cobb County (Sample located at <http://dot.cobbcountyga.gov/Consultant/Index.htm>). The proposal shall contain a statement that the Consultant has carefully reviewed the contract, can meet all insurance and other requirements, and if selected, will sign the contract. No modifications to the contract are permitted.” We do not see the CSA updated on the website link provided, will the CSA be uploaded on the website soon before the deadline for questions ? We would like to see the CSA before we can acknowledge and agree to its terms. When will the Agreement be available to review?

A11. Please disregard any reference to the Consultant Service Agreement (CSA).

Q12. Our corporate accounting office will not allow us to submit our audited financial statement, as requested in the RFP, unless Cobb County will agree to confidentiality. This is one point in the total scoring. Can you agree that this will be kept confidential?

A12. All Proposals, once submitted to Cobb County, become public property.

Q13. Can you please clarify if the litigation information should include sub-consultant litigation information also along with the Prime consultant’s?

A13. No, only the Prime Firm needs to submit this information.

Q14. During the pre-bid meeting, it was mention that projects included in the experience of the firm do not need to be with the last five years. Please clarify whether projects included in the table can be more than five years old.

A14. Yes, however recent experience is preferred.

Q15. On the revised RFP, Page 8, Item I, Firm Identification – Can you advise if the information being requested in this item is for the prime consultant firm only or for both the prime and sub-consultant firms?

A.15 Prime only.

III. ADDITIONAL QUESTIONS

All Questions must be submitted to Purchasing@cobbcounty.org no later than NOON on Monday, January 23, 2012. Questions received after the Noon deadline will NOT be answered.

Michael S. Cates, P.E.
Preconstruction Engineer

Attachment:
Addendum Acknowledgement Form

**Cobb County
Department of Transportation
Engineering Department**

ADDENDUM ACKNOWLEDGEMENT FORM

We acknowledge receipt of the following addendum(s) for the TASK ORDER CONTRACTING Request for Proposal.

ADDENDUM NO. 1	_____ Signature	_____ Printed Name
ADDENDUM NO. 2	_____ Signature	_____ Printed Name
ADDENDUM NO. 3	_____ Signature	_____ Printed Name
		_____ Consulting Firm
		_____ Date

Insert signed copy of this form in your final proposal after the cover letter.

1.17.12