

Douglas County Board of Commissioners

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Purchasing Department

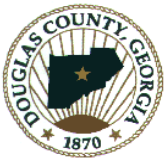
January 27, 2017

Re: REQUEST FOR QUALIFICATIONS
PROJECT MANAGEMENT TEAM SERVICES FOR SPLOST PROJECTS
Douglas County Board of Commissioners
Solicitation No. 17-002

Dear Ladies and Gentlemen,

This **Addendum No.1**, to Douglas County's Request for Qualifications from Project Management Team Services for SPLOST Projects professional firms, is hereby issued to provide clarification to the Request in the following particulars only, and is made a part of the Request document.

1. For the Minimum Qualifications outlined in Exhibit A.2, does the County consider the position classifications requirements put forth in the RFQ as general guidelines, as opposed to pass/fail criteria? If viewed as guidelines, this would provide us with the ability to rely upon our program management experience to put forth individuals that we believe are the best fit for the various roles, regardless of those individuals' experience conforming to the exact minimum qualifications in Exhibit A.2. **You may submit alternates. Each must possess the adequate experience and skills, and if not, may adversely impact selection process.**
2. During the preproposal conference, it was mentioned that the Board of Commissioners would be selecting and approving the prioritized list of projects at their next meeting. Can the County provide the approved prioritized list of projects that will be a part of the overall program? **No, the County has not approved the final list. Very few changes are expected from the projects in the RFQ.**
3. In relation to the previous question, can the County provide the list of projects that will be a part of the initial bond for immediate design, construction, and/or procurement? **No, that is one of the functions of the Program Management team in cooperation with the Municipal Advisor and Underwriting Consultant.**
4. Based on the magnitude and variety of services required for the County's largest SPLOST program and the substantial contents of qualifications requirements set forth in the RFQ, would the County consider extending the due date of the qualifications responses by three weeks? **No.**
5. Who is the municipal advisor that you selected? **Terminus Municipal Advisors**
6. Are you on a floating bond for certain portion of the actual program not the entire program? **Being advised that because of laws and IRS regulations that there are different spend-down requirements and you have to make sure to show you**



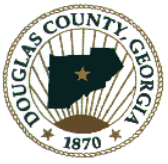
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spent or contracted to spend 85% of your bond proceed by year 3 and even two more levels even prior to that you need to show.

7. Have you put together a priority list on which projects you would like to see hit the ground? **Not at this time.**
8. On the list under scope, talking about ambulances, fire trucks and other vehicles like that, will you have the program management team manager the whole procurement of those or do it through the department heads? **The intent is to have the program management team manage all of those.**
9. Is this funded solely by Douglas County or funding from elsewhere? **In November 2016 the County passed 1% SPLOST and all the proceeds from SPLOST will cover these projects we have in the scope of work.**
10. To clarify, no cost is due at first submission? **No**
11. Part I #4 of RFQ states, each qualifier within the last 10 calendar years must provide program / project control services for municipal CIP no less than \$1,000,000.00; is that correct? **Yes.** And is State included in that definition of municipal? **Yes**
12. This is not your first SPLOST program; how many aerations have you had? **Two.** Did you hire a program manager? **Yes**
13. Does the County have a small business like DBE policy? **We will not set a percentage for DBE but we encourage you to use local and DBE as much as you can.**
14. For your short listed respondents you are asking for a more detailed written response for the short list and not a formal interview? **No, it will be an interview or presentation type when we short list down to three. We will also be asking for some cost information at that point.**
15. You mention a SPLOST program general manager, an employee of the County; has that person been determined? **Mark Teal, County Administrator**
16. You mentioned a prior SPLOST for 2013; is there a gap in funds utilization or have all those funds been expended? **All funds have been expended**
17. Will the program management team manage the City SPLOST as well as the County? **No**

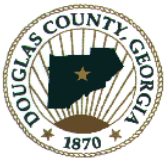


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18. You mention the PMT would be an extension of your existing staff; are you looking more for a program manager and then staff augmentation as needed basis? **More an extension of how are you going to utilize these professionals to deliver these services.**
19. How soon to execute a contract after selection? **In a matter of weeks after the due date of the RFQ we will do the evaluations as quickly as we can and first interviews/presentations. It will be a matter of weeks not months.**
20. Do you have a program control software system that you currently use? **No. Use what GDOT uses...Primavera**
21. **Is the program management team just to put together the bid packages? We wouldn't be a part of your selection process?** The County would be an advisory but would look to you to evaluate and make a recommendation to us as to who we should use.
22. Will the sign in sheet be posted on the County website? **Yes**
23. Will the County extend the due date for the RFQ? **No**
24. Will we (the attendees) be put on a list to receive addendums / notices? **Yes**
25. Was this meeting a perquisite? **No**



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Thank you for your attention to this Addendum No.1, and interest in Douglas County. Please acknowledge receipt of this addendum via, return fax, at 770.920.7219 and include this addendum and your acknowledgement in your Request package, not to be counted as a part of any page limit.

All other terms and conditions of the Request remain the same.

Sincerely,

Bill C. Peacock

Director, Purchasing

ACKNOWLEDGEMENT

COMPANY: _____

SIGNATURE: _____

TITLE: _____ DATE: _____

We acknowledge receipt of your Addendum No. 1, Solicitation No 17-002, Project Management Team Services for SPLOST Projects