

This ADDENDUM is hereby made part of the Request for Proposals and Scope of Services to the same extent as if originally included therein, and shall be signed by the Bidder and included with the proposal.

**Revision No. 1: REVISION - EXHIBIT 1**

Exhibit 1, paragraph 7 notes that the bidder shall file a payment bond. The need of a payment bond will be on a case-by-case basis. Therefore, this paragraph shall now read as follows:

*In contracts involving an expenditure in excess of \$10,000, the successful bidder may be required to file a payment bond in a sum at least equal to the final contract value as awarded. The bond shall be approved by the County and shall be in the form provided and/or approved by the County. The bidder may also be required to file a performance bond in a penal sum at least to the full contact value as awarded.*

**Revision No. 2: REVISION - EXHIBIT 1**

Exhibit 1, paragraph 8 notes that performance bonds must be filed for contracts involving an expenditure in excess of \$25,000. The need of a performance bond will be on a case-by-case basis. Therefore, this paragraph shall now read as follows:

*A performance bond may be required for contracts involving an expenditure in excess of \$25,000, and may be required for contracts involving smaller expenditures at the discretion of the County.*

**Revision No. 3: CORRECTION - EXHIBIT 2 – 1.0 PURPOSE**

The last paragraph of this section notes these services will be for a period of one year. Please note, this should be a period of three (3) years.

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**Question No. 1:** On previous projects for consulting services, I have not seen the requirement of providing a payment bond or a performance bond. Isn't this a requirement only for contractors bidding a construction project?

**Response No. 1:** While payment and performance bonds are primarily requirements for contractors for construction projects, there have been cases in which these bonds were necessary for consultant services. However, these bonds are not always required to provide consultant services. Therefore, the provision of bonds will not be required to be included with your proposal at this time. Alternatively, please be aware that, if you are selected, you may be asked to provide bonds prior to beginning a project. As mentioned during the pre-bid meeting, counsel will be sought for further clarification and determination regarding this matter. The selected consultant will be notified of the County Counsel's findings.

**Question No. 2:** Will a payment bond be required for consulting services?

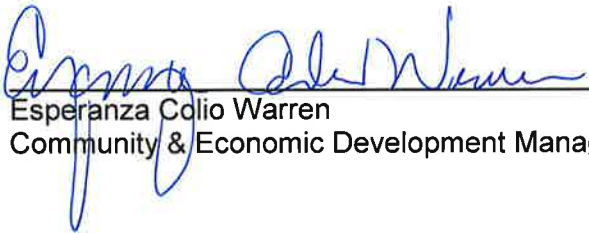
**Response No. 2:** The requirement of a payment bond regarding construction management services for a project is very rare, but may be required depending on the project at hand. Thus, the provision of a payment bond will be on a case-by-case basis depending on the project. The County Counsel will be requested to review this matter for further clarification and a determination. The selected consultant will be notified of their findings.

- Question No. 3:** The 7<sup>th</sup> paragraph of Exhibit 1 of the RFP mentions that the payment bond will be required for an expenditure in excess of \$10,000 and indicates that the payment bond shall be in the form set for in the contract documents. The sample county agreement for services does not contain a clause nor does it include a form for a payment bond. If the payment bond for consulting services will be required, do you have a sample from previous projects or previous consultants that you can share?
- Response No. 3:** Unfortunately, a sample cannot be provided at this time. Should a bond be required, the required documentation will be discussed with the selected consultant after direction is provided from County Counsel.
- Question No. 4:** If the payment bond for consulting services is required, at what point time must it be submitted to the County?
- Response No. 4:** If a payment bond will be required, as it will be on a case-by-case basis depending on the project, the bond should be submitted to the County prior to construction.
- Question No. 5:** The 8<sup>th</sup> paragraph of Exhibit 1 on the RFP mentions that a performance bond will be required for an expenditure in excess of \$25,000. The last sentence appears incomplete when it indicates, "...smaller expenditures at the open of the County. Will a performance bond be required?
- Response No. 5:** The requirement of a performance bond in regards to providing construction management services for a project is rare. However, at the present time, this is on a case-by-case basis. A performance bond may be required depending on the project at hand. The County Counsel will be requested to review this matter for further clarification and a determination. The selected consultant will be notified of their findings.
- Question No. 6:** At what point in time must the performance bond be submitted to the County?
- Response No. 6:** If a performance bond will be required, as it will be on a case-by-case basis depending on the project, the bond should be submitted to the County prior to construction.
- Question No. 7:** With previous RFPs, it has been said that two consultants would be selected. Will this be similar where two consultants will be selected?
- Response No. 7:** At this time, it is undetermined as to whether one or two consultants will be selected through this RFP. As there is currently only one CDBG public facility project, we may only be able to select one consultant; however, it is in the County's best interest to select two in order to prepare for potential future projects. The County will need to consult with the funding source prior to making a determination.
- Question No. 8:** As far as the selection process, if you do select two consultants, how does the selection process work?
- Response No. 8:** A selection committee of a minimum of five members, consisting of members from multiple departments/agencies, will review the proposals received based on the scoring criteria. The scoring criteria is on page 9 of the RFP. Each criteria item is designated a certain amount of points, which represents the maximum amount of points that can be received for that specific criteria item. Proposals will not be scored on any criteria other than what has been provided in the RFP.
- Question No. 9:** If two consulting firms are selected, for an individual project, will the selection be fee based?
- Response No. 9:** In the case where two consultants are selected, both consultants will be provided with information regarding the project and requested to submit a proposal/quote to provide services for the project. The task will be assigned based on the proposal submitted. Please note, the cost provided in the proposal will be compared to the rates submitted in the RFP proposal.

- Question No. 10:** What is the value of the current project?  
**Response No. 10:** We've estimated the project will be approximately \$3.3 million dollars at a minimum. It is possible the cost will increase during the process.
- Question No. 11:** Scoring Criteria #7 references to the cost of services. Section 12.4 describes it in more detail. Do you just want us to submit our fees?  
**Response No. 11:** We need the fees/rates for each job classification that would be working on these programs. When a proposal/quote is requested for a specific scope of work, the selected consultant will need to provide the County with the amount of hours it will take to manage the project. The consultant will then need to inject their previously submitted fees into the proposal to provide a cost to provide services for the project.
- Question No. 12:** If selected, our proposals should be based on the on-call RFP proposals?  
**Response No. 12:** Yes, the rates submitted through this RFP should be those the selected consultant will utilize when preparing proposals for task orders.
- Question No. 13:** Is the pre-proposal meeting mandatory?  
**Response No. 13:** No, the meeting is not mandatory.
- Question No. 14:** Could you confirm with CDBG if the wages for Construction Inspectors working under Construction Management should be paid State Prevailing Wages.?  
**Response No. 14:** In order to assure a response in a timely manner, these questions were referred to our Labor Compliance consultant. Prevailing wages for construction management is triggered when additional work, such as inspections, material testers, etc. is performed by the Construction Manager. Construction management services through this RFP is contracted to protect the interests of the County, by ensuring the project is constructed in compliance with the project specifications drawings and details. A Construction Manager performs the activities of interpreting the project specifications, drawings and details and providing construction information to the contractors and subcontractors. The Construction Manager is required to keep a daily diary (Construction Activities Log) utilizing 'photographs, video tapes, descriptions and details, itemized the contractors & subcontractors and equipment and individual workmen in a daily report. The Construction Manager may also receive and review submittals for specific materials and supplies provided by the General Contractor to ensure the quality of the specified materials and supplies. There will be no inspections, testing, etc. performed by the construction manager; and, therefore, prevailing wages for construction management should not be triggered. All inspections should be conducted by Imperial County Planning & Development Services and other agencies as necessary/required.
- Question No. 15:** Could you confirm with the CDBG Program the pre-determined percentage for Construction Management/Inspection and Engineering Design Fees based on the project total cost?  
**Response No. 15:** Historically, the County has received a range of 10-13% in other similar projects

**Imperial County  
Construction Management Services  
Public Facility Projects  
ADDENDUM NO. 1  
ACCEPTANCE OF NOTICE**

Please acknowledge receipt of this Addendum No. One (1) consisting of four (4) pages, by signing and returning a copy of this Acceptance of Notice by fax to (442) 265-1118. Each bidder must acknowledge receipt of this addendum in the noted space below and on the signature page of the Bid Form. Include a copy of this addendum with your Bid Proposal Package. It is the Contractor's responsibility to notify its sub-contractors about changes based all addendums.

By:  \_\_\_\_\_  
Esperanza Colio Warren  
Community & Economic Development Manager

Date: January 17, 2017

**ACCEPTANCE OF NOTICE**

Receipt of the ADDENDUM No. 1 is hereby acknowledged by

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

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Signature