

	<p align="center">GUILFORD COUNTY SCHOOLS Request for Qualifications Addendum #2 8/16/2023 Purchasing Department 501 W. Washington Street Greensboro, NC 27401</p>
Direct all inquiries to:	Request for Proposals: 6582
Velicia Moore	Proposal due date: August 25, 2023
<u>gaddyv@gcsnc.com</u> 336.370.3240	Commodity: CM @ Risk Services for 2022 Bond

NOTICE TO BIDDERS

Please be advised that this document serves as Addendum #2 to the RFQ 6582-CM @ Risk 2022 Bond. The following are questions asked by vendors and the questions answered by Guilford County Schools (GCS), please see below:

Pre-proposal Meeting Recording Link:

<https://youtu.be/ZD4qMV2pdQ0>

Please see the new ATTACHMENT I: SUPPLEMENTAL VENDOR INFORMATION page added at the end of this addendum #2.

Questions

Q. Page 2 - Does this table need to be completed before submission or do we submit with RFQ? If yes to submit with RFQ, is it included in the page count and can you provide the name of the form so that it can be properly labeled in RFQ?

A. Yes—the “Execution Page” that contains the table can be submitted as a single page with your Statement of Qualification. It does not count towards the 20-page maximum count.

Q. Page 8, Tab 6: Signed Forms - Based on the RFP, the forms required are not included in the package. Can you please provide those?

- a. Verification Form
- b. Addendum Acknowledgment Form (**Please see the last page of this Addendum #2**)
- c. Affidavit of Compliance
- d. Vendor Application w/W-9 Form (is this the Request for Qualifications Document?)

A. None of these forms with the exception of the Addendum Acknowledgment Form (provided at the end of this addendum and not included in page count limit) will be required with this Statement of Qualifications, but all these forms will be required for firms that have been selected to perform work for Guilford County Schools.

Q. Page 11, Section II, Item No. 2 - Please clarify what item is 2.a. is.

A. All submissions need to be made on an 8-1/2 x 11 format. It is acceptable to include a folded 11 x 17 format on pages that have charts that would not be legible otherwise.

Q. Page 11, Section II, Item No. 2 - What is not included in the 20 double-sided pages?

Examples:

- Financial Statements
- Table of Contents
- Cover Page
- Back Page
- Cover Letter
- Required Forms listed above.
- Section Tabs

A. As detailed in Addendum #1, Cover Page, Back Page, Table of Contents and Section Tabs are not included in page count.

Q. Page 14, Attachment I - Does this form need to be included with our RFQ submission, if so, do we need to complete one for us and one for our HUB Association Partner?

A. Yes. One for each firm.

Q. How can we access the attendee list and program presentation from yesterday's conference call?

A. All documents associated RFQ #6582 Bond 2022 CM@Risk can be found here:

<http://purchasing.gcsnc.com/BidCurrent/PurchasingQuoteList.aspx>

Q. RFQ Page 8 – Signed Forms a. through d.: Where are these forms?

A. None of these forms with the exception of the Addendum Acknowledgment Form (provided at the end of this addendum and not included in page count limit) will be required with this Statement of Qualifications, but all these forms will be required for firms that have been selected to perform work for Guilford County Schools.

Q. Addendum 1: Just confirming that financials are to be included in the page count for the proposal. We will be maintaining our JV.

A. As confirmed in Addendum #1, financials are included in the page count. However, executive summaries are acceptable.

Q. RFQ Page 11- 2. Submission Materials - "The physical size of all submission materials shall be in 8 ½ by 11 formats, bound securely (only table in item 2.a. may be 11 x 17 landscape).": What is the referenced item 2.a. that is allowed an 11x17 sheet?

A. All submissions need to be made on an 8-1/2 x 11 format. It is acceptable to include a folded 11 x 17 format on pages that have charts that would not be legible otherwise.

Q. RFQ Tab 6 (Signed Forms): Will you be supplying the following forms that are to be included in the submittal: Verification Form, Addendum Acknowledgement Form, Affidavit of Compliance, and Vendor Application w/W-9 Form?

A. None of these forms with the exception of the Addendum Acknowledgment Form (provided at the end of this addendum and not included in page count limit) will be required with this Statement of Qualifications, but all these forms will be required for firms that have been selected to perform work for Guilford County Schools.

Q. RFP Section 2.0, page 2, MWBE: It would be difficult to complete the formation of a Joint Venture for the pursuit of the projects included in the RFP, but it is possible to execute a Joint Venture Agreement within the timeframe for responding to the RFP. Is submission of a Joint Venture Agreement (redacted) an acceptable evidence of the intent to form a Joint Venture for the projects? If the Agreement is acceptable, would the Agreement count against the page limit? If it counts against the page limit, is it possible to submit a letter from the two parties referencing the Agreement and the intent to form a Joint Venture if selected for one or more of the projects?

A. The Joint Venture agreement is acceptable evidence of the intent to form a Joint Venture for the projects. It will not count towards to 20-page limit as these joint ventures are encouraged. The JV agreement should be included in the submittal at the back of the packet under a separate tab and labeled in the Table of Contents.

Q. How can we access the attendee list and program presentation from yesterday's conference call?

A. All documents associated RFQ #6582 Bond 2022 CM@Risk can be found here:

<http://purchasing.gcsnc.com/BidCurrent/PurchasingQuoteList.aspx>

Q. Addendum #1, Clarification #2 - Please clarify "Proposals shall not exceed 20-pages of content. Content is allowed on the front and back of each information page. Front/ Rear cover sheets, table of contents, and tabs are not included in the 20-page count."

Is the limit for the submission Twenty (20) double-sided sheets of paper (i.e. forty sides of content)?

A. As clarified in Addendum #1, proposals shall not exceed 20-pages of content. Content is allowed on the front and back of each information page. Front/ Rear cover sheets, table of contents, and tabs are not included in the 20-page count.

Q. Page 11, 5.0, Section II, 2. Submission Materials AND Addendum #1, Clarification #2 - Guilford County Schools requires the following forms and/or documents as part of the submission:

- Tab 2: Financial Executive Summary
- Tab 2: Letter from Surety Company
- Tab 5: Minority Participation Plan

- Tab 6: Verification Form
- Tab 6: Addendum Acknowledgement Form
- Tab 6: Affidavit of Compliance
- Tab 6: Vendor Application w/W-9 Form

Due to the 20-page maximum and the number of required attachments and forms, please confirm if we are allowed to shrink the Guilford County Schools required attachments and forms so multiple can appear on a single page.

Or

Please exempt the *Surety Letter, Minority Participation Plan, Verification Form, Addendum Acknowledgement Form, Affidavit of Compliance and Vendor Application w/W-9 Form* from page count.

A. Nothing less than 10 font size is acceptable. The Verification Form, Affidavit of Compliance and Vendor Application w/W-9 Form are no longer required as part of your submission.

Q. When will we receive a copy of the PowerPoint from the pre-proposal meeting?

A. All documents associated RFQ #6582 Bond 2022 CM@Risk can be found here:

<http://purchasing.gcsnc.com/BidCurrent/PurchasingQuoteList.aspx>

Q. When will we receive the Workforce Development addendum?

A. The Workforce Development Plan will be shared in more detail with the shortlisted firms.

Q. Are we to include the information found at the top of page 2 in our proposal? If yes, what is that form titled?

A. Yes, all submissions should include the "Execution Page".

Q. Are we to include "Attachment 1: Supplemental Vendor Information" (found on page 14) in our proposal?

A. Yes.

Q. Are any/all of these forms counted in the 20-page limit?

A. The page limit and included documents have been addressed in Addendum #1 and in previous questions.

Q. Reference "5.0 Request for Qualifications Document" Tab 4 page 6 and Addendum #1 item 3. - Our balance sheets and income statements are 13 pages and our JV partner's balance sheets and income statements will be similar in length, could we put these in an appendix and not include them in the page count? Additionally, please specify what information you expect in the "executive financial summary."

A. Each firm will have to decide what information they would like to share in an Executive Summary.

Q. Reference Pre-Proposal Meeting - Will this selection process determine the pool of Construction Managers for the entire 2022 Bond Program?

A. Yes. However, the Owner reserves the right to make changes.

Q. Reference "1.0 Purpose and Background" page 2 - The RFQ notes 12 schools are included in this selection process. The pre-proposal meeting only noted 9 schools. Please indicate which list is correct.

A. Please consider the 12 schools listed in the RFQ: Archer Elementary, Sternberger Elementary, Allen Jay Elementary, Sumner Elementary, Swann Project, Lindley Elementary, Northwood Elementary, Shadybrook Elementary, Northwest Middle School Replacement, Joyner Elementary, Vandalia Elementary, and Bessemer Elementary.

Q. Reference "5.0 Request for Qualifications Document" Tab 4 #1 page 7 - The RFQ references "attaching a sworn statement that above persons will be exclusively assigned to this project for its duration." As the construction timing is not established and there are multiple projects that are being offered, could the requirement of a sworn statement be removed from the RFQ?

A. No. It will not be removed from the RFQ

Q. RFQ Section 5 Project Planning – page 8, item #2 – The minority participation section indicates a copy of HUB plan must be included. Since those plans are several pages, does that count toward the page limit? Or can we provide the first few pages and the remaining pages if requested?

A. A summary page about the HUB plan is acceptable.

Q. RFQ Section 6 – pg. 8 – signed forms – Will you be sending these forms to be included in the proposal? Do these count toward page limit?

A. Answered in previous questions.

Q. PROPOSAL REQUIREMENTS, Page 9 - RFQ states that "The package length should not exceed twenty (20) double-sided pages" - Do the required forms, covers, cover letter & table of contents count towards the page count limit?

A. This has been clarified in Addendum #1 and in previous answers in this addendum.

Q. SECTION II #2, Page 11 - RFQ states that "only table in item 2.a. may be 11 x 17 landscape" - Can you clarify what information that is referring to that can be set up as 11x17?

A. Answered in previous questions.

Q. Reference "5.0 Request for Qualifications Document" Tab 6. "Signed Forms" Page 8 - Will you please provide the requested "Signed Forms"? I think the verification form may be on page 2 of the RFQ document, however it isn't labeled. The other forms I don't see in the RFQ document.

A. As confirmed in Addendum #1, financials are included in the page count. However, executive summaries are acceptable.

Addendum Acknowledgement Form - RFQ #6582 CM@Risk

Please sign and return this form with your bid to acknowledge receipt of Addendums #1 and #2.

COMPANY NAME

SIGNATURE OF AUTHORIZED REPRESENTATIVE

NAME OF AUTHORIZED REPRESENTATIVE (TYPED OR PRINTED)

DATE