



# ADDENDUM

**ADDENDUM NO.:** 02  
**PROJECT NAME:** Request for Qualifications for Construction Material Testing and Inspection Services at Various Sites  
**PROJECT NO.:** Program-Wide  
**CONTRACT NO.:** PS2065  
**DATE OF ISSUE:** October 29, 2015

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## NOTICE OF CHANGES, MODIFICATIONS, OR CLARIFICATIONS TO CONTRACT DOCUMENTS

The following changes, modifications, or clarifications are hereby incorporated and made an integral part of the Contract Documents. Unless clearly expressed otherwise by this Addendum, all terms and conditions defined in the original Contract Documents shall continue in full force and effect and shall have the same meaning in this Addendum.

### ITEM NO. 1: CHANGES TO SECTION V. SUBMISSION REQUIREMENTS

- Change 1:** Under Section V. Submission Requirements, I. General Instructions (B), DELETE paragraph in its entirety and REPLACE WITH:  
'Submissions should be bound on the left side and prepared on standard 8½" x 11" letter-size paper, with material on one side only for the original and double sided on all other printed copies. Separate each section by labeled tabs and organize in accordance with submission requirements listed below. Expensive papers and bindings are discouraged since no materials will be returned. Original, single-sided copy must contain original signatures and be marked ORIGINAL. The three (3), double-sided copies must be bound and marked COPY. The three (3) electronic copies must be submitted on a USB Flash drive. The file must be a single, searchable PDF file. Failure to submit the required number of copies may prevent the Submission from being evaluated within the allotted time.'
- Change 2:** Under Section V. Submission Requirements, II. Technical Submission (B)(1)(a), DELETE 'within the last two (2) years' and REPLACE WITH 'within the last three (3) years'.
- Change 3:** Under Section V. Submission Requirements, II. Technical Submission (B)(1)(b)(i), DELETE the first sentence and REPLACE WITH:  
'Provide a one page table for each Proposed Project Manager that demonstrates ten (10) local projects for which they have managed within the last five (5) years.'
- Change 4:** Under Section V. Submission Requirements, II. Technical Submission (B)(1)(c), DELETE paragraph in its entirety.
- Change 5:** Under Section V. Submission Requirements, II. Technical Submission (B)(3)(b)(ii), DELETE paragraph in its entirety and REPLACE WITH:  
'Provide copies of current licenses and resumes for on-staff Professional Engineers, Proposed Project Managers, Inspectors, Technicians and any other Key Personnel to be assigned to PBC projects'.

### ITEM NO. 2: CLARIFICATION TO NUMBER AND SUBMISSION FORMAT OF FINANCIAL STATEMENTS

- Clarification 1:** Only one (1) copy of the Financial Statements should be placed under Tab 4 of the ORIGINAL submission, and marked CONFIDENTIAL. Tab 4 for paper, bound copies and electronic copies should contain only a single sheet indicating Financial Statements were supplied under ORIGINAL submission. Please ensure Financial Statements have been inserted prior to submission. Failure to submit may prevent the Submission from being evaluated within the allotted time.

### ITEM NO. 3: REQUESTS FOR INFORMATION

- Question 1:** Can a firm submit for this RFQ if they supply services for some of the testing services requested or must they be able to provide all of the services required?
- Response 1:** A firm must be able to provide all of the services required under this Request for Qualifications. Should your firm not directly perform one or more of these services, your firm must then be able to subcontract the work to other firms qualified to do so. Firms are encouraged to partner as Joint Venture partners. Both of these methods allow for fostering of MBE/WBE relationships. Please read *Attachment D. Special Conditions regarding the Utilization of Minority and Women Owned Business Enterprise Form.*
- Question 2:** May the respondent to the RFQ use subconsultants/subcontractors to meet the requirements listed under Tab 2, items B.1.e, B.1.f, B.1.g, and B.1.h.ii and B.1.h.iii?
- Response 2:** Please read response to Question 1 above.
- Question 3:** Is attachment H just shown as an example and does not need to be completed with the submission?
- Response 3:** Yes, *Attachment H – Application for Acceptance of Material Testing Facility* is shown as an example of the application that will need to be completed during the performance of the material and testing services. It **does not** need to be completed and submitted along with the submission.
- Question 4:** Is attachment I just shown as an example and just needs to be acknowledged in the cover letter?
- Response 4:** Yes, *Attachment I – Procedures: Structural Steel Fabrication Shop Inspection “Stamped Manifest”* is shown as an example and needs to be acknowledged in the cover letter.
- Question 5:** Should resumes and licenses be included in section B. 1. c. or B. 3. b.?
- Response 5:** Please refer to Item No. 1, Changes 4 and 5 above of this addendum.

#### List of Attachments and Drawings:

- a. None

END OF ADDENDUM NO. 02