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## Georgetown County, South Carolina

129 Screven Street, Room 202

Post Office Drawer 421270

Georgetown, SC 29442-1270

(843) 545-3083 • Fax (843) 545-3500

E-Mail • [purch@georgetowncountysc.org](mailto:purch@georgetowncountysc.org)

Website • [www.georgetowncountysc.org](http://www.georgetowncountysc.org)

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## ADDENDUM #3 TO RFQ 09-011

BID NUMBER: 09-011

ISSUE DATE: Friday, March 20, 2009

**REVISED OPENING DATE: Wednesday, April 08, 2009**      **OPENING TIME: 3:30 PM (EDT)**

Bid Opening Location: Georgetown County Courthouse, Room #201, (Small Conference Room)

Pre-Bid Conference/Site Inspection: (none)

**PROCUREMENT FOR: Regional Park Engineering / Development Program**

Commodity Code(s): 92517, 92525, 92586

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This addendum will amend **Bid #09-011, Regional Park Engineering / Development Program** originally issued on Friday, March 06, 2009. This clarification is being provided to all known and registered correspondents in response to inquiries received for additional information and/or clarification. All addenda and original bid documents are also available online at: [www.georgetowncountysc.org](http://www.georgetowncountysc.org), select "purchasing" and then "current bids".

Please remember that this is an RFQ constructed for the purpose of seeking qualifications under a common premise for each offeror. In any resulting future contract with Georgetown County, the successful offeror will be encouraged to advise if there are more expedient or cost effective means which may better serve the County with the desired result.

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**QUESTION:** The RFQ identifies 4 parks: Andrews, Choppee, Georgetown Regional, and Waccamaw Neck. Are those the only parks that will require construction documents?

**RESPONSE:** Those are the four regional parks under consideration for the purposes of this RFQ. Regarding construction documents, please see question five below for further clarification.

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**QUESTION:** Page 2, item 2 says the client will provide survey information for each park, yet items 2 and 3 on page 5 request that the consultant provide field surveys for property and utilities. The addendum says you will provide topo and boundary. Do we still need to survey the utilities? Please explain.

**RESPONSE:** The information as revised in the addendum will supersede the original RFQ documents, such that the County will provide the topographical and boundary surveys. Since such surveys traditionally include utilities, any further requirement for utility survey can be eliminated.

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**QUESTION:** Do we need a geotech on our team?

**RESPONSE:** Each offeror shall provide a geo-technical investigation at each Phase I park site location to evaluate sub-surface soil conditions that may be encountered and may affect the placement of drainage pipe, concrete pads and asphalt pavement at vehicle parking areas. In addition, each offeror shall provide services to include permitting, storm water, engineering and wetlands identification and delineation. The County is seeking to learn how your firm or consortium of firms would propose to provide these geological services.

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**QUESTION:** Would a cover letter or transmittal letter be included as part of the 20 page count?

**RESPONSE:** Please limit your response to twenty pages total so that we are not forced to next address if a “cover letter” is defined as single or multiple pages.

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**QUESTION:** With regard to Addendum #1 to RFQ 09-011, page 2, second full question, the County’s stated scope of services was changed from “buildings” excluded from the scope, to “minor buildings” excluded from the scope, implying that the major building architecture (such as for Recreation Center) would now be included. Our original understanding was that the project for which the RFQ was being issued was for site planning and engineering of the four parks, not for architectural design services for any specific building. Are we correct in our original understanding?

**RESPONSE:** The scope of services does need to be clarified. The purpose of the RFQ is to identify a provider to develop a property utilization master plan of the four regional park locations. Buildings will be identified by footprint only. Building design is not necessary and is not desired. Without building design, construction bid documents can no longer be provided as a deliverable. The elements of permitting, storm water, site design, site engineering and wetlands identification and delineation are desired. The following items will be changed as shown:

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- 4) The work included in this scope of services to obtain Regional Park Engineering / Development services is intended to provide the County with all civil engineering and architectural landscape services necessary to **develop a property utilization master plan of the four regional park locations** ~~successfully bid and construct the Regional Park Development Project at the sites~~ in the most expeditious and economically feasible manner. This shall include, but is not limited to, the following:
  - a) Permitting
  - b) Storm water

- c) Design
- d) Engineering
- e) Wetlands
- ~~f) Approved Plan for construction documents~~

5) The scope of services will NOT include the design and procurement of facilities ~~(i.e. buildings), playground equipment, picnic shelters, picnic tables, grills and specific athletic equipment.~~ It is the intent of the County to use this delivery contract as a means of obtaining Consulting Engineering services to provide the County with all civil engineering and architectural landscape services necessary to **develop a property utilization master plan of the four regional park locations** successfully ~~bid and construct the Regional Park Development Project at the sites~~ in the most expeditious and economically feasible manner.

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- II, A, 6) Prepare a detailed set of ~~Construction Contract~~ Site Master Plan Documents for each park site using the current MASTERSPEC format Master Format CSI ,2/04 edition, Divisions 2 through 16 as may be applicable. ~~and suitable for sealed public bidding.~~ Plans and technical specifications shall be prepared in accordance with current, standard and accepted practices. **Any D**drawings **as may be required** shall be prepared on 24 in. x 36 in. sheet size with a scale to be determined and approved by the County. The plans will be sealed by a Professional Engineer registered in the State of South Carolina. At a minimum, two (2) reproducible Mylar and ~~three two (32)~~ twelve (12) print sets of the final construction plans are to be delivered to the County. In addition to hard copy, all drawings should be submitted to the County in AUTOCADD DWG file format. Additional copies may be required should a public or private utility be in conflict with a particular park site. The plans will include, but not be limited to the following:
- a) Cover sheet showing a map of each of the park site locations, the project name, bid number, professional engineer seal and signature.
  - b) Sheet showing typical sections, as may be applicable, that will be constructed.
  - ~~c) Sheet showing the materials required for construction on a unit quantity basis.~~
  - d) Plan and profile sheets showing any existing features at each of the park sites overlaid with the new construction features and limits.
  - e) Any other sheet that may be required to adequately depict proposed construction as **designed proposed**.
  - f) Provide an engineer's estimate of probable costs for **the development of** each park site together with the final plans and technical specifications submittals.
  - g) Provide project CPM master schedule with activities, durations and resources for each park site. Microsoft Project is preferred.
  - h) Attend pre-bid meeting(s)
  - i) Attend pre-construction meeting(s)
  - j) Identify and develop standard specifications for each type of athletic field or court that will eventually be put in place at each of the park locations. These standard specifications will be used by the County in the construction bid phase and may include several alternate specifications for the same type of athletic field or court. Examples might include, but not be limited to:
    - tournament tennis courts and recreational tennis courts;

- high school and collegiate basketball courts; and
- accommodation for hardball, softball and T-ball.

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**QUESTION:** RFQ 09-11 page 6 Item 8, under Design and Construction all documentation / specifications shall be prepared utilizing a current version of MS Word. Please explain which version of MS Word.

**RESPONSE:** The County uses Microsoft® Office Word 2003 SP3 and would be content with any version of word that can be opened by that platform.

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**ADDENDUM ACKNOWLEDGEMENT**

**RFP #09-011**  
**Regional Park Engineering / Development Program**  
**Mandatory Submittal Form**

**To be returned with the final proposal submission to Georgetown County.**

COMPANY NAME: \_\_\_\_\_

- |                                     |                                  |                     |
|-------------------------------------|----------------------------------|---------------------|
| <input checked="" type="checkbox"/> | Addendum #1 Received Date: _____ | Initialed By: _____ |
| <input checked="" type="checkbox"/> | Addendum #2 Received Date: _____ | Initialed By: _____ |
| <input checked="" type="checkbox"/> | Addendum #3 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/>            | Addendum #4 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/>            | Addendum #5 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/>            | Addendum #6 Received Date: _____ | Initialed By: _____ |

If your Bid submission has already been mailed, acknowledgment may be provided by faxing this form to (843)545-3500.

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