

**Charleston County School District  
 Request for Qualifications  
 AMENDMENT #1**

**Solicitation Number: P1806**

**Description: ARCHITECTURAL AND ENGINEERING SERVICES, AS SPECIFIED HEREIN, FOR THE  
 DISTRICT'S CONSTRUCTION PROGRAM**

**Date: February 20, 2018**

**SUBMIT OFFER BY: February 28, 2018 BY 2:00 PM ET**

**QUESTIONS MUST BE RECEIVED BY: February 13, 2018 by 2:00 PM ET**

**NUMBER OF COPIES TO BE SUBMITTED: One (1) Original Copy, Three (3) Hard Copies and One (1) USB Flash Drive  
 (See page 2 for details)**

**PROCUREMENT OFFICIAL CONTACT:**

**Procurement Services  
 Attention: Raymond Jenkins  
 3999 Bridge View Drive  
 North Charleston, SC 29405  
 Phone: 843-566-8826  
 Email: Raymond\_jenkins@charleston.k12.sc.us**

**The term "Offer" means your "Bid" or "Proposal".**

**Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.**

You must submit a signed copy of this form with your offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold your offer open for a minimum of ninety (90) calendar days after the Opening date.

Print Name of Offeror (Full legal name of business submitting the offer)		Date Signed
Authorized Signature (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		Taxpayer Identification No.
Title (Business title of person signing above)		Telephone Number
Printed Name (of person signing above)		Facsimile Number
Company Address (Street, City, State & Zip Code)		
Contact Person(if different than authorized signature)		Email Address
Telephone Number	Facsimile Number	

Cover Page

The above numbered Request for Qualifications is amended as set forth below. The Hour and Date specified for receipt of qualifications has not been extended.

**Reference and acknowledge this Addendum on the offer submitted.** Failure to acknowledge addendum may result in rejection of your offer. If by virtue of this addendum you desire to change an offer already submitted, such change may be made by submitting an amended bid prior to the closing date and hour specified.

#### **AMENDMENTS TO SOLICITATION**

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments:  
<http://academicdepartments.musc.edu/vpfa/finance/purchasingap/vendors/solicit-awards/bids.htm> (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

**This amendment was issued to answer questions received.**

1 Our firm would like to submit a proposal as a Civil Engineer for consideration for the following 2 projects only:

- Goodwin Elementary School, Construct parking and car stacking space; and
- Drayton Hall Elementary School, New drive and car stacking loop.

Please confirm that we may submit as prime Civil Engineer for only these 2 projects.

**ANSWER: Yes.**

2. Just to confirm, if an architectural firm is selected as one of the three top firms, they would be awarded one project, based on their ranking?

**ANSWER: Yes.**

3. The RFQ requires firms to include any consultant(s) that would be used on the projects listed, however, as each project varies in the description, the consultant(s) for each job may not be the same. How should we proceed, given that we don't know what project we would actually be working on, if awarded work.

**ANSWER: Each project's consultant requirements will vary from project to project. Surveying and asbestos testing maybe the most common. We would do very little geo technical work.**

4. The highest ranked architectural project to address "critical needs to reopen Gresham Meggett" does not clarify what type of work would need addressed. How are we to determine what consultants would be needed for that project?

**ANSWER: This project will require paint touch up, blind replacement, door repairs and ceiling work.**

5. Is the intent to for this contract to be awarded as a single prime, multi-discipline contract (i.e. one lead consultant with sub consultants for all needed services) or should each discipline submit individually?

**ANSWER: Single prime architectural firm only, but engineer may team with multiple architectural primes.**

6. How many separate contracts will be awarded?

**ANSWERS: It is the intent to award all projects/contracts listed on page 9.**

7. Should geotechnical and/or construction materials testing services be included under the Architectural and/or Civil services or can those services be submitted on separately? Or can they be subcontracted by A&E after award, as needed?

**ANSWER: They can be subcontracted by A&E after award, as needed.**

8. Should surveying services be included under the Architectural and/or Civil services or can those services be submitted on separately? Or can they be subcontracted by A&E after award, as needed?

**ANSWER: They can be subcontracted by A&E after award, as needed?**

9. We understand that you are selecting multiple consultants for each discipline - does that mean you intend on awarding a project to each of the top three roof consultants assuming you can negotiate fees?

**ANSWER: Please see page 9, it explains how we intend to distribute the award to multiple firms (highest ranked, 2nd highest ranked, etc.)**

10. I have a few quick questions about the submittal. For section 11, will Standard Form 330 work in place of 254 & 255?

**ANSWER: Please use Standard Form 330.**

11. On page restrictions, do the cover, table of contents, and section dividers count towards the 25 page limit?

**ANSWER: No.**

12. I hope you are doing well! We will be submitting for the CCSD A/E Services for the Construction Program #P1806, and I noticed the Proposal Contents Section 11 requires a Federal Standard 254/255. I just wanted to clarify that you indeed require those documents and not the Standard Form 330.

**ANSWER: Please use Standard Form 330**

13. Please confirm this proposal to be 25 pages of information not including cover, Federal Form, etc Also, section 11 of this RFQ is calling for Federal Standard Form 254 and 255. Just making sure since all our previous applications with CCSD were replaced with Federal Form 330. If that is the case will you be requiring Part II for just the primary architectural firm or also consultants?

**ANSWER: Yes, 25 pages not including cover, Federal Form, etc. Please submit Federal Form 330 for primary architectural firm.**

14. In reference to the Critical Needs to reopen Gresham Megget. Is this building going to be occupied by students?

**ANSWER: Yes.**

15. Page 14, section 11 list a requirement to submit SF 254 and 255. Those forms have been replaced by SF 330 part I and II. Should the requirement be changing in the solicitation to the new forms?

**ANSWER: Please use Standard Form 330**

16. Does a registered architect with roof design experience meet the requirement for the roof projects or would you like to see a roof consultant certified as part of the team?

**ANSWER: Would like to see Roof Consultant Certified as part of the team.**

17. Can we provide references from colleges and universities vs. school districts?

**ANSWER: Yes.**

18. After reviewing the recent ad put out regarding Charleston County School District I had one question regarding proposal contents. On page 14 under section 11 it asked for Federal Standard Form 245 & 255. I was just double checking that this is correct or if you meant Federal Standard Form 330.

**ANSWER: Please use Standard Form 330**

19. Under Section VII (Proposal Contents), Section 11 asks for SF254 and SF255. These Federal Standard Forms have been replaced by the SF 330 forms. Will SF 330s be acceptable for Section11?

**ANSWER: Please use Standard Form 330**