



Loudoun County, Virginia

Department of Finance and Budget
Division of Procurement
1 Harrison Street, SE, 4th Floor
Leesburg, Virginia 20175
www.loudoun.gov/procurement

November 25, 2019

NOTICE TO OFFERORS

ADDENDUM NO. 2
RFQ 117784

The following changes and/or additions shall be made to the original Request for Proposal No. RFQ 117784 for Task Order – Construction Support Services for Buildings and Parks. Please acknowledge receipt of this addendum by signing and returning it with your proposal.

A. Questions and answers related to the RFP are attached.

B. Paragraph 6.3.E, item 1 is replaced with the following:

1. Comparable Projects. Include as a minimum:

Describe in detail (maximum of one (1) page per project, with a second page of graphics) four (4) comparable projects for which your firm provided construction support services with a Scope of Services similar to Section 5.0 of this RFP for projects of comparable scope to the projects in the County CIP. These projects must have been successfully completed within the past five (5) years. These qualifying projects must have been contracted to the offeror, not sub consultants.

The narrative shall include a detailed description of the project including completion date, construction cost, contract cost; services provided and discuss how your firm met the owner's or client's operational objectives. Include owner or client contact information.

Comparable projects should include construction support services for buildings, recreational facilities, or other non-transportation projects similar to those found in the Loudoun CIP. The Loudoun County CIP is a component of each fiscal year Adopted Fiscal Plan.

The County's CIP can be found on the County's web page www.loudoun.gov under the "Departments & Offices" Tab, then the "Finance & Budget" Tab. Click on "Current Budget". The CIP is Volume 2 of the County's Fiscal Plan.

Prepared By: s/Delphine G. Lambert, CPPB Date: 11/25/2019
Contracting Officer

Acknowledged By: _____ Date: _____

Questions and Answers

Q1: In 6.3 Proposal Content, E. Management Skills and Technical Expertise, 1. Comparable Projects on page 8-9 of the RFQ, the County requires that offerors “Describe in detail (maximum of one (1) page per project, with a second page of graphics) four (4) comparable projects for which your firm provided construction support services with a Scope of Services similar to Section 5.0 of this RFP for projects of comparable scope to the projects in the County CIP. These projects must have been successfully completed within the past five (5) years for a Local Government.”

1. Can you please confirm that the comparable projects can come from the project team as a whole, including a combination of both prime and subconsultant projects?
2. Is it acceptable for the comparable projects to have been performed for local governments as well as other types of governmental agencies?

Answer:

1. Information requested in Paragraph 6.3.E, item 1, is requested so we can determine if your company meets the minimum qualification requirement listed in paragraph 4.1. As mentioned in paragraph 4.1., “*These qualifying projects must have been contracted to the offeror, not sub consultants*”.
2. Yes, this acceptable. Please refer to Section B above.