



Loudoun County, Virginia

Division of Procurement  
1 Harrison St, SE 4<sup>th</sup> Floor  
Leesburg, Virginia 20175

March 2, 2023

NOTICE TO OFFERORS

ADDENDUM NO. 1

RFQ 338782

The following changes and/or additions shall be made to the original Request for Proposal No. 338783, Architectural Services for Building Renovations. Please acknowledge receipt of this addendum by signing and returning with your Proposal.

1. The purpose of this addendum is to modify contract documents and to respond to questions received.
2. Delete Paragraph 6.2, Schedule and replace with:  
6.2 Schedule

The following schedule is **tentative**. The number of proposals received will determine actual schedule.

Proposals Due	March 25, 2021
Shortlist Announcement	May 14, 2021
Interviews	June 3, 2021
Final Ranking Announcement	June 11, 2021

Prepared By: Christopher Bresley/s/ Date: 3/2/2021  
Contracting Officer

Acknowledged By: \_\_\_\_\_ Date: \_\_\_\_\_

## **Questions and Answers**

Q1: Should the identified sub-consultant team be: Structural, MEP and Civil? 6.3.F.6 mentions MEP and Civil, but not Structural however, other sections in the RFP do reference structural engineers. Should any sub-disciplines other than those 3 be included in the identified team?

A1: The County is looking for the Offerors proposal to contain a full team of consultants including (but not limited to) architectural, all engineering disciplines, geotechnical engineering, security consulting, detention specialists, audio visual consulting, and acoustics to fully deliver design, construction administration, and outfitting services. A structural sub-consultant, should be included in the Offeror proposal. Regarding paragraph 6.3.F.6, it is up to the Offeror to determine who the key personnel are on their proposed team; however, I would recommend including the resumes of engineers in the disciplines identified above, to include structural engineering, so that the County can fully understand the capabilities of the Offeror's proposed team.

Q2: Our firm and team of consultants was awarded one of the spots for Loudoun County Architectural Services in RFQ 205782 (contract executed in October 2020). We are considering putting in a proposal for the current RFQ 338782 Architectural Services for Building Renovations. Our Mechanical Engineer subconsultant, Dwyer Engineering, has an ongoing contract with Loudoun County specific to mechanical engineering as well.

Could you verify that having the ongoing Architectural Services RFQ 205782 contract/ mechanical engineering contract does not take us out of eligibility for the RFQ 338782 Architectural Services for Building Renovations?

A2: Your Firm and subconsultants on your proposed team having a current contract with the County for similar services does not prevent you from submitting a proposal in response to this RFP.

## **End of Questions & Answers**