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DEPARTMENT OF FINANCE
MARK LEWIS, FINANCE DIRECTOR
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Addendum No. 1

RFP No. 22-13

INDEFINITE DELIVERY/ INDEFINITE QUANTITY – LOW VOLTAGE WORK

May 16, 2022

RFP #22-13 is hereby amended as follows:

1. Below are questions received and corresponding answers:

A. Question: Is this a service contract and if so, are there any SLAs?

Answer: No, it is not.

B. Question: Is this a new contract or renewal?

Answer: This will be a new contract.

C. Question: If this is a per work order contract, what is the usual or customary volume of work orders?

Answer: Yes, it is a per work order contract. We typically have 2 - 3 per month

D. Question: What is the response time requirement and lead time for work orders?

Answer: This will depend on the scope. For a single jack install we anticipate a week turn around time, whereas for larger groupings we will schedule per availability.

E. Question: What amount of work orders or jobs do you foresee? Will there be volume or is work done on an as needed basis?

Answer: This is done on an as needed basis. See question C above.

F. Question: Was the previous work applicable to the contract done by county employees or third-party contractors?

Answer: We had an existing contract with two other low voltage companies.

G. Question: What is the average completion time in labor hours for a standard work order and is there an allotment for unforeseen complexities in jobs?

Answer: There is not a standard completion time other than what is reasonable pursuant to the

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job and/or its complexity.

H. Question: What is the total count of buildings or locations will work orders respond to?

Answer: The county owns close to 90 buildings, but this contract is for as needed services so most of the existing buildings will not need any new work, only renovations or changes to existing spaces.

I. Question: Do you foresee any emergency response or are the jobs planned responses?

Answer: The jobs are planned.

J. Question: Are there available plans or SOW for locations we will be servicing? Will there be new installations that we will be responsible for or considered for?

Answer: See the answer on question E. This contract will be on an as needed basis.

K. Question: Will work orders include the SOW?

Answer: Yes.

L. Question: Will new installations be at the same rates or are we able to prepare the pricing based on plans and SOW?

Answer: The same unit price will apply for existing or new construction.

M. Question: If we are bidding as the prime contractor, will we need to complete the subcontractor portion of the RFP?

Answer: Only complete the subcontractor forms if you will be using subcontractors.

N. Question: Are we allowed to use your employees or your 1099 contractors or is there a formal subcontractors list that we need to choose from?

Answer: The bidding company will be expected to utilize its own staff or its own subcontractors for all portions of the work requested.

2. All other conditions remain in full force and effect.
3. If a Bid has been submitted and anything in this Addendum causes the bidder to change the item offered or to increase or decrease the Bid price, the new price and/or changes will be inserted below:

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4. All bidders under this Request for Proposal are kindly requested to acknowledge receipt of this Addendum on page 14 of the Proposal Form.

Tina Malone

Tina Malone, CPPB CPPO
Procurement Officer
Department of Finance, Purchasing Division