

CITY OF TUCKER

ACKNOWLEDGE RECEIPT OF ADDENDUM #1

Publish Date: October 24, 2025

RFQ #2025-014

On-Call Engineering Professional Services

Please complete this page and include this page only in bid submittal.

**I hereby acknowledge receipt of the supplement pertaining to the
above referenced bid.**

COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

EMAIL ADDRESS: _____

SIGNATURE

DATE

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	QUESTION	ANSWER
1	Having read through the RFQ, we are seeking clarification on whether or not submittals of qualifications are limited only to individual firms, or if a team of firms can submit while having a single "prime" firm as the responsible team lead? Within the RFQ, there is language that calls out "qualified firms" as in section <u>1.0 INTRODUCTION</u>. Furthermore, there are forms within the RFQ that require completion based on firm/company name. Also, there is also language in the RFQ that calls out teams, as in section <u>2.7 General Information</u>.	Only single entities will be considered, as stated on page 5 of the Bid Manual. The use of the word "team" in section 2.7 refers to the team of employees within one firm.
2	Page 5 of the RFQ states, “Firms must submit qualifications as a single entity and may not form or submit as a team of multiple firms. A submittal that includes a team of firms will not be considered.” However, there are several references to subconsultants elsewhere in the document—for example, on page 7 it says, “City of Tucker will expect to liaison with a single project manager representing the prime consultant firm and the sub-consultants.” Please confirm that firms are permitted to include subconsultants on their team.	Only single entities will be considered, as stated on page 5 of the Bid Manual. The single entity clause prohibits two primary firms from combining efforts to partner for one on-call contract Subconsultants may be included as part of the primary firm team.
3	Page 8 of the RFQ notes a requirement for a minimum of four references. Can you clarify whether these references should only be for the listed projects, or if they need to be included elsewhere in the proposal?	References should be submitted for similar projects for which your firm is submitting.

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4	Please confirm whether firms are required to provide survey services directly, or if the selected firms will use the City's on-call survey provider.	Firms may subcontract services such as survey, traffic counts, etc. The scope of certain projects may be survey only, which would be awarded to on call consultants from that category.
5	Please confirm that the proposal layout should follow the format outlined in Section 3.4, "Selection Criteria," on page 9 of the RFQ.	The proposal format does not necessarily have to follow the selection criteria outline, but these criteria are how the proposals will be scored.
6	For RFQ#2025-014 "On-Call Engineering Professional Services," could you please let me know if we are permitted to include 8.5x11" pages in landscape format, or should they all be in portrait format?	Either is fine.
7	Will the City accept resumes as an appendix to this proposal that does not count towards the 20-page limit?	Resumes do not count toward the 20 page limit.
8	Under the submittal requirements for this proposal, it states that the cover page and required City forms do not count toward the 20-page limit. Would the City like us to include a table of contents and section dividers within the proposal? If so, will those pages count toward the overall page limit?	Table of content and tabs will not count toward the 20 page limit.
9	Page 7 of the RFQ states, "Submittals should include GDOT Area Classification Checklist form provided), any GDOT Notice of Certification(s) and any corresponding Certificates." Please clarify what the City would like submitted for "corresponding Certificates."	Corresponding certificates are not required and are up to the discretion of the submitting firm.
10	Regarding page 8 of the RFQ, under "3.2 Submittal Requirements" section C - should we include the TABLE 1 in an appendix? Also, will the TABLE 1 count towards the 20-page limit?	Table 1 should be in the main body of the proposal and counts toward the 20 page limit.

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11	Should resumes be placed in the Appendix section? If so, will they count towards the page limit?	See response to Question #7.
12	Are we permitted to include a cover letter, company overview, table of contents, or back cover page? If so, would any of these sections count toward the 20-page limit?	See response to Question #8.
13	Is the City expecting one proposal per category that the consultant is applying for? For example, a 20-page proposal for Road Design and a separate 20-page proposal for Survey??	The City wants one proposal per firm, understanding that some firms will want to be considered for multiple categories.
14	In section 1.0, the RFQ states, "Firms must submit qualifications as a single entity and may not form or submit as a team of multiple firms. A submittal that includes a team of firms will not be considered." In 2.7.D, the RFQ states, "D. City of Tucker will expect to liaison with a single project manager representing the prime consultant firm and the sub-consultants." Would you please clarify if subconsultants are permitted under this contract?	See response to Question #1.
15	Regarding page 9 of the RFQ, under 3.4. "A. Qualifications of Project Manager and Design Team," could you please clarify what you would like us to provide for "current and past relevant employment"? Should this be roles held at their current and previous firms, or roles held on specific projects?	Experience for an individual employee may consider past employments.
16	Would dividers between each section count towards the 20 page limit?	No.
17	Where would you prefer the required forms be located in the response?	In the appendix.

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18	On page 5 of the RFQ is a statement: “Firms must submit qualifications as a single entity and may not form or submit as a team of multiple firms.” However, on page 7, 2.7 – d. “City of Tucker will expect to liaison with a single project manager representing the prime consultant firm and the sub-consultants.” Can you clarify if sub-consultants are allowed to cover for area classes of GDOT prequal not met by the proposing consultant?	See response to Question #1.
19	We would like to request clarification on if the City of Tucker would like information only from prime consultants in our response to RFQ #2025-014, or should subconsultant information also be included? On page 5 of the RFQ, it states “Firms must submit qualifications as a single entity and may not form or submit as a team of multiple firms. A submittal that includes a team of firms will not be considered.” However, on page 7, Section 2.7.A, it says “Only those firms or teams with the necessary resources and a commitment to complete all work on schedule should submit a Proposal.”, which gives the impression that subconsultants should be included. Please advise if the proposal should or should not include subconsultant information.	See response to Question #1.
20	Can you please provide the table for related experience referenced on page 8 of the RFQ in Submittal Requirements?	The firm should create their own table.
21	On page 17, “Oath of Non Collusion”, it says to “insert the names of all those required to give	One representative is sufficient if that one representative has authorization to represent all staff.

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	the oath”. Who is required to be listed? Is one representative from the company sufficient?	
22	Are resumes included within the 20 page limit?	No.
23	Do resumes count towards the 20-page limit?	No.
24	Do tabs (Section dividers) count towards the 20-page limit?	No.
25	On page 4 of the RFQ, Item #7 under categories is “Environmental Engineering to include Geological and Material Testing.” Example projects listed on RFQ pages 4 and 5 include Phase 1 and Phase 2 Environmental Assessments (ESAs), but don’t mention anything else related to environmental services; nor are any of the items related to geotechnical services or construction materials testing. Since our intent is to prepare a succinct 20-page submittal with a clear project understanding, approach, and relevant project experience, could you please clarify what is meant by “Environmental Engineering,” and also specify what services - in addition to the Phase 1 and Phase 2 ESAs - you are looking for in response to this item.	Environmental Engineering may include include Categorical Exclusions, Programmatic CEs, or other NEPA documents.
26	Can the Table of Contents, Table 1, and resumes be excluded from the 20-page limit?	Yes.
27	On RFQ page 9, Section A - “Qualifications of Project Manager and Design Team” - lists the following requirement: “Project Manager Education, registration(s), current and past relevant employment.” Section B -	Yes.

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	“Experience and Past Performance” lists this requirement: “Project Manager relevant engineering experience, relevant project management experience, and relevant experience in utilizing GDOT specific processes or guidance.” Since a resume which illustrates the Project Manager’s engineering experience, project management experience, and relevant experience with GDOT processes will be included as part of Section A, can this requirement be specifically included with Section A instead of Section B? This would help with maintaining the strict page limit.	
28	For RFQ Section 2.7 General Information on page 7, Bullet Item C cites GDOT Area Class 6.012(b) under Environmental Engineering. However, the GDOT Consultant Prequalification Manual, Revision 2.10 (dated 9/6/2024) does not include Area Class 6.012(b). Please clarify what is meant by Area Class 6.012(b).	This typo should read 6.01(b)
29	Does the RFQ intend for Phase I and Phase II Environmental Site Assessments to be conducted under GDOT Consultant Prequalification Manual Area Class 6.05 for Hazardous Waste Site Assessment Studies?	Only if it is a federally funded project.
30	Please confirm the list of Area Classes on RFQ page 14, “GDOT Area Classifications for which the Proposer can meet Qualification Requirements,” since the RFQ additionally showed Area Class 6.012b on page 7, which we are assuming is a typo.	See response to Question #28.

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31	Can a Cover Letter and Table of Contents be included and if so, does it count towards the 20 page limit?	See response to Question #8.
32	Due to the number of Leads required when submitting on multiple categories, will the City consider accepting key personnel resumes in an Appendix, excluded from the 20 page limit?	Yes.
33	If a project's major design phase is complete, will the City consider the project complete for the purposes of TABLE 1? (reference p8, 3.2 Submittal Requirements, C.)	Yes.
34	Under current and past relevant employment do we specifically name the firms we have worked for as previous employees? And if so, do we need to include the years of employment?	No, just identify and describe the project.
35	Section 1.0 states, "Firms must submit qualifications as a single entity and may not form or submit as a team of multiple firms." However, Section 2.7.A states, "...firms or teams...", and Section 2.7.D states, "...prime consultant firm and the sub-consultants." Please clarify if the responding firm should include sub-consultants as part of their team in this RFQ response?	See response to Question #1.
36	Page 9 of the RFP lists "Project Understanding and Approach" as part of the proposal evaluation, yet the Submittal Requirements section on page 8 does not list Project Understanding and Approach as a required section. Will additional pages be added to the 20-page limit to accommodate the inclusion of the Approach language?	No additional pages will be considered beyond the 20 page limit.

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37	Page 7 of the RFP lists geotechnical area classes 6.01a, 6.12b, 6.04a, and 6.04b as preferred, but not required for the Environmental Engineering category. Does the City plan to include any of the planning-level environmental area classes (ex. 1.06a, 1.06b, 1.06c, etc) as part of the preferred list, or is the Environmental Engineering category meant to include only geotechnical disciplines?	While classes 1.06a, 1.06b, and 1.06c are not required, certification in these classes should be noted in the proposal.
38	Would the City be willing to bifurcate the indemnity clause to separate professional liability and general liability?	Professional liability and general commercial liability can be covered together or separately under one or more policies by one or more insurers.
39	Would the City consider amending the Indemnification language on page 11 to read: Consultant shall be responsible for and shall indemnify and hold City harmless from any and all costs, damages, and expenses of whatever nature (including, without limitation, attorney's fees) to the extent caused by (a) Consultant's breach of any of the representations and warranties contained herein; (b) Consultant's failure to exercise the professional standard of care to follow City's specifications; (c) Consultant's other breach of the terms hereof; or (d) the negligence of Consultant and its employees and of independent Consultants, agents, and suppliers for which Consultant is responsible.	Yes, those are reasonable adjustments to the contract's indemnification language.