



# County of Fairfax, Virginia

## ADDENDUM

DATE: October 19, 2017

### ADDENDUM NO. 2

**TO:** ALL PROSPECTIVE BIDDERS  
**REFERENCE:** 2000002190  
**TITLE:** Job Order Construction Services  
**DUE DATE/TIME:** October 25, 2017 @ 2:30 P. M.

1. The referenced RFP is amended as follows:
  - DELETE the word "not" from the first sentence in Special Provisions paragraph 10.1.
  - DELETE Special Provisions paragraph 14.3.
2. Refer to Attachment 1 for a list of questions and answers.

All other terms and conditions remains the same.

George Bright, CPPB  
Contract Specialist II

**THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT INVITATION FOR BID:**

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**A SIGNED COPY OF THIS ADDENDUM SHOULD BE INCLUDED IN THE BID PACKAGE OR RETURNED PRIOR TO THE DUE DATE/TIME.**

**NOTE: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL BID DOCUMENT. THE ORIGINAL BID DOCUMENT MUST BE SIGNED.**

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Fairfax, VA 22035-0013  
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- Q1. Relevant Experience: On page 7 of the RFP, under Section 9.2, the RFP asks us to list on Qualification Form Part B, Contracts completed within the last three years. On page 30 of the RFP, the Qualification Form Section B. Related Project Experience asks us to list no less than three JOC Projects successfully completed within the last three years. Please clarify if you are looking for JOC Contracts or individual projects performed under JOC Contracts in Qualification Form Part B.
- A1. Both are requested.
- Q2. On page 8 of the RFP Section 10. Project Management Subsection 10.1 states "A majority of Fairfax County projects will not require project management." Can you please clarify this statement? Should the word "not" be removed?
- A2. Yes. The word "not" is removed from the first sentence in Special Provisions paragraph 10.1.
- Q3. On page 8 of the RFP Section 10. Project Management Subsection 10.1 states "A majority of Fairfax County projects will not require project management." When Project Management is not required, please clarify what will be required/expected of the Prime JOC Contractor on the project?
- A3. As stated above the word 'not' has been removed from the first sentence in Special Provisions paragraph 10.1. Please refer to Scope of Work Provisions paragraph 7.1 when Project Management is not required.
- Q4. The RFP Section 7.4 on page 7 requests pricing coefficients for "With Project Management" and "Without Project Management". This is not addressed anywhere else in the RFP, including Section 7.1 on Page 27. Please clarify what the Prime JOC Contractor is expected to provide for projects "Without Project Management"?
- A4. See answer to question 3 on addendum 1.
- Q5. Regarding section 18.3.d., will contractors be reimbursed for the cost of Builder's Risk Policy?
- A5. No.
- Q6. Regarding section 19.1 do all employees onsite need to be badged, or just the onsite supervisor?
- A6. All employees onsite are required to be badged.
- Q7. Regarding Section 20.5 Page 16 of the RFP, "The coefficient multiplier must include all costs other than those contained in the pre-priced unit prices, including, but not limited to.....bonding costs....NO ADDITIONAL PAYMENTS WILL BE ALLOWED FOR ANY OF THESE ITEMS." This contradicts with Section 14.3. Please confirm which is
- A7. Special Provisions paragraph 14 is deleted from the solicitation.
- Q8. Section "2. Construction Management Software" on page 24 of the RFP requests the contractor to provide management software to the owner. Please confirm that this is a requirement in addition to the Computer Estimating software that is required in Section "3. JOC Project Support Requirements" on page 24?
- A8. Yes, Construction Management Software is in addition to the JOC estimating software.
- Q9. Section "7. Supervision" on page 27 of the RFP requires "...a competent superintendent...on the site at each project location at all times during the progress of the work." Please confirm that this means the cost for a full-time Superintendent should be included in the Prime JOC Contractor's pricing coefficient?
- A9. Full time superintendent is required. The coefficient multiplier must include all the items listed in Special Provisions paragraph 20.5 Page 16 of the RFP. Bidder should indicate if other items are included in the coefficient.
- Q10. Can you please share the results and incumbents of the last JOC contract proposal?
- A10. Current County contracts are available in the Contract Register at <https://www.fairfaxcounty.gov/cregister/>. Search under "Job Order Contracting" to see current JOC contracts.

- Q11. If you are a General Contractor that does not meet the 3-year requirement for JOC experience specified in the IFB yet you have the personnel on your staff at that General Contractor that has greater than 3 years of JOC experience is that General Contractor permitted to submit a bid based upon those qualifications? For example, if you have a member on your staff that has greater than 3 years of JOC experience will that meet or exceed the requirement for a GC to have 3 years of experience in JOC contracting work?
- A11. The company itself must meet the minimum requirement listed in the IFB.
- Q12. Reference Page 8, Section 10.4 states... Provide a copy of your firm's quality control plan. Page 12, item 17 states ...for each project, the contractor shall submit a Quality Assurance/Quality control Plan to the county project manager within 15 calendar days after the project cost proposal is accepted. Please confirm it's acceptable to submit a summary of our QA/QC plan with our proposal.
- A12. Bidder can submit a summary of their QA/QC plan with their bid as stated in Special Provisions paragraph 10. 4 for evaluation purposes. Special Provisions paragraph 17 is requiring the contractor to submit a QA/QC plan to the County Project Manager within fifteen (15) calendar days for each project after the project cost proposal is accepted.
- Q13. Reference, Page 8. Section 10.4 states: Provide documentation of JOC projects completed in the past five (5) years to show that projects have been completed on time and within budget and document change orders by percentage of the original value of the work. What documentation would be required to be submitted? Formal closeout of task orders is not generally required for JOC contracts. Typically the final payment for each task order is the final documentation.
- A13. AIA final payment form and documentation would be sufficient.
- Q14. Reference, Page 24. Section 2.1 of the IFB states: The selected contractor shall use a County approved construction management software such as Procore or Constructware, for project management and document administration. Is CM14 an acceptable program to use for construction management software?
- A14. No. Primavera CMv14 is a contract management not construction management software.
- Q15. For estimating software, can we use 4-Clicks or JOC Works?
- A15. No.
- Q16. Reference, Page 30 Section B. Related Project Experience. The IFB states: List no less than three (3) JOC Projects successfully completed, within the last three (3) years, or currently in progress. Is the requirement to be fulfilled by listing information for JOC Contracts or individual task orders?
- A16. Provide requested information for 3 JOC projects, this is different than JOC contracts which are typically awarded for multiple projects over multiple years.
- Q17. Reference Page 8, Section 10 states "A majority of Fairfax County projects will not require project management. Project Management personnel must have a minimum of 3 years' experience. This is confusing saying ...majority of project will not require project management... then saying Project Management personnel must have. Should it say a majority of Fairfax County projects WILL require project management? Or do you mean "a majority of projects will NOT requirement project management – but for the projects that DO requirement project management personnel, they must have minimum 3 years experiences...?"
- A17. See answer to question 3 of this addendum.
- Q18. How will the project be managed without project management personnel? Please clarify.
- A18. Please read the RFP for clarification. In short, a superintendent and other contracted/subcontracted staff are required.
- Q19. Does Fairfax County have an anticipated number of awardees under this contract?
- A19. No. Reference paragraph 7.2, stating, "the County will make multiple awards from this solicitation."

- Q20. Will work be competed among the awardees of this contract?  
A20. See question 3 below.
- Q21. Will work be competed among awardees of this contract and awardees of other framework contracts covering similar scope?  
A21. The County will use available contracts to identify the most qualified contractor at the most favorable contract rates.
- Q22. Item 1.7 of the Special Provisions indicates that Bidders are to include a list of items.  
a. Please confirm that the requirement for d. References will be fulfilled by the inclusion of points of contact under related project experience on the Qualifications form.  
b. Please clarify what is required in response to h. Construction Management Software.  
A22a. Yes.  
A22b. See Scope of Work Provisions paragraph 2.
- Q23. Item 7.8 of the Special Provisions indicates all subcontractors must have a Class A contractor's license. Would the County consider allowing subcontractors with a Class B license to also perform on projects within their appropriate dollar range? Many small (MBE) businesses have not yet obtained a Class A license.  
A23. No.
- Q24. Please confirm that the related project experience submitted in response to Item B of the Qualification Form should be JOC contracts and *not* examples of individual projects awarded under a JOC contract.  
A24. Incorrect, this form asks for projects. Please note that Paragraph 9, Item 9.1, page 7 provides company experience requirements, this must be addressed in the bid response.
- Q25. Please clarify the request for a *minimum* bonding capability of the bidder in Item E of the Qualification Form.  
A25. Bonding capacity will be one of the criteria used to distribute work under the resultant contract. Bidder needs to indicate what is their minimum bonding capability.
- Q26. Item 10.1 of the Special Provisions states that "A majority of Fairfax County projects will not require Project Management." Items 10.3 and 10.4 of the same section define elements of Project Management including quality control, estimating, site supervision, close-out, etc. It appears that 10.1 is stating that these inclusions will NOT be required on the majority of projects under this contract. In our experience, most, if not all, of the services listed as part of "project management" are part of every JOC project, regardless of size or scope. This also would be in conflict with other sections of the Special Provisions and Scope of Work (e.g. Special Provisions Item 17.1 which states that a QA/QC plan will be submitted for each project).  
a. Please clarify the level of project management expected to be required for each project under this contract.  
b. Please clarify how these requirements (listed in 10.3 and 10.4) relate to the separate coefficients for with/without project management.  
c. Can the County please clarify or give an example of when a project would not require project management?  
A26. See first page of addendum 2.
- Q27. What percentage of projects will require joint scoping?  
A27. Joint scoping needs are project dependent. No estimate is available.
- Q28. Would Fairfax County consider allowing a blanket bond covering the full value of the contract rather than requiring a separate payment and performance bond for each individual project?  
A28. No, a blanket bond does not meet the requirements of this invitation for bid.

- Q29. The items contained in the Facilities Construction Costs overlap greatly with the items contained in the Commercial Renovation Costs (formerly Repair and Remodeling Cost Data). Since the Facilities Construction Costs contains more than twice as many items as Commercial Renovation Costs, would the County consider allowing the use of Facilities Construction Costs on all projects to minimize the amount of Non-Pre-Priced Tasks?
- A29. See Addendum 1. Each awarded vendors/contractors shall provide two (2) RSMeans2017 Building Professional's Package CD's at time of contract award. Awarded vendors/contractors shall maintain each subscription for the life of the contract at no additional cost to Fairfax County. Awarded vendors/contractors shall provide software updates and releases for each subscription within 30 days of release from RSMeans/Gordian. All software updates and releases shall be provided on CD's.
- Q30. Please confirm that the Repair and Remodeling Cost Data book refers to the Commercial Renovation Costs book.
- A30. See response to question 29 above.
- Q31. It is stated that Fairfax County anticipates its expenditures in the first year to be \$10 million. What are the County's anticipated annual expenditures in the following contract years?
- A31. Expenditures are contingent upon funding and infrastructure needs. Contract expenditures for the past three fiscal years were approximately \$10 million each year.
- Q32. What are Fairfax County Public Schools anticipated annual expenditures? Is this amount included in the Fairfax County expenditures?
- A32. Fairfax County Public Schools (FCPS) anticipated expenditures are not included in the Fairfax County Government estimate. FCPS estimated expenditures are not available and are contingent upon funding and infrastructure needs.
- Q33. Please confirm that the unit price book will be updated to the most recent edition available in January of each year when the new cost data is released.
- A33. See response to question 29 above.
- Q34. Please clarify if quarterly updates to the city cost index are to be used.
- A34. No.
- Q35. Please confirm that the prices in the Total O&P column of RSMeans will be used to price job orders.
- A35. Confirmed.
- Q36. Paragraph 6.4 in Attachment A states, "The Contractor shall be responsible for obtaining all required permits and including the documented actual cost in the monthly invoice." Please clarify if the contractor will be reimbursed for the cost of permits.
- A36. This is project dependent and will be established with each issued project scope of work.
- Q37. Will the cost for sales taxes paid on materials incorporated into the work be added to each project, or is that cost to be included in the contractors' coefficients?
- A37. Tax is to be included in the contractor's coefficients.
- Q38. Can the County please provide the evaluation weighting that will be given to each of the five coefficients?
- A38. No weighting assigned to the evaluation of the coefficients. Refer to Special Provisions Paragraph 7.

- Q39. Are bonds only required for projects valued in excess of \$500K?  
A39. Reference Special Provisions paragraph 14 BONDS.
- Q40. Question 4 in Addendum 1 indicates that bond costs will be reimbursed as a non-pre-priced item. Will the NPP coefficient be applied to the bond cost to calculate the reimbursement amount?  
A40. The bond cost will be treated as a pass-through. The coefficient will not apply to this cost.
- Q41. Will there be a limit (e.g., 10% of each project) to the amount of NPP work allowed on this contract?  
A41. The contract will not establish a limit on non pre-priced work.
- Q42. Please confirm that the County is providing all design documents for any project requiring permitting.  
A42. The availability of design documents is project dependent. Typically, if a building permit is required the County will provide design documents.
- Q43. So that contractors may determine how much Division 01 costs must be built into their coefficients, please clarify in what instances the County would allow use of Division 01 items. For example, would the County allow the use of Division 01 items if a scaffolding system was needed for a large exterior renovation?  
A43. This will be evaluated base on the project scope of work for each project.
- Q44. In Addendum 1, Question 7, the County states that the contractor is to provide two copies of the RSMMeans Building Professional's Package CD for the County's use. However, this package does not include the two cost data sets applicable to this contract, Facilities Construction Cost Data or Commercial Renovation Cost Data (formerly Repair and Remodeling Cost Data). Would the County prefer that contractors provide two copies of the RSMMeans Facilities Construction Cost Data CD?  
A44. See response to question 29 above.
- Q45. The cost of the construction management software required by the County has been estimated to be greater than \$100,000 over the potential 10-year term of this contract for each contractor with annual revenues of approximately \$2M-\$3M. This cost will be included in the contractors' coefficients, but will still ultimately be paid by the County in the form of higher coefficients. Please confirm that each contractor should include the cost of construction management software in their coefficients.  
A45. The County will not provide a separate reimbursement for construction management software.
- Q46. Is there a maximum annual volume for this contract? If so, please clarify whether the work purchased against this contract by other local public bodies will count toward the limit.  
A46. No maximum annual volume for this contract. Should another public body elect to use the resultant contract as a cooperative agreement, the public body will make a legal determination as to whether the contract is consistent with their laws regulations, and other policies (ref. paragraphs 51.3 and 51.4, Special Provisions)
- Q47. Please confirm that Fairfax County intends to participate in, sponsor, conduct or administer this contract as a cooperative purchasing agreement for the public bodies listed in the "Sample Listing of Public Bodies".  
A47. The solicitation is being conducted as a joint procurement with Fairfax County and Town of Herndon. Cooperative procurement language permits usage by other public bodies at the discretion of the contractor. Bidders should check the box on the form which public bodies they want to extend the contract to.
- Q48. Please clarify what public bodies, other than those listed on the Sample List of Public Bodies, are included in this cooperative procurement agreement.  
A48. The resultant contract will be a joint cooperative contract to include the requirement of both Fairfax County and the Town of Herndon. Cooperative procurement language permits usage by other public bodies at the discretion of the contractor

- Q49. Our Quality Control Plan and our Safety processes and procedures are collectively in excess of 600 pages. Would it be acceptable to the County to submit these items on a CD rather than in printed hard copy? Alternately, would an overview of our processes and procedures be acceptable, understanding that the formal plans will be provided to the County after contract award?
- A49. See response to question 12 above.
- Q50. Section 17 of the Special Provisions indicates that the identification of Subcontractors is to be submitted to the County project manager within 15 calendar days after the project cost proposal is accepted. The Subcontractor(s) Notification Form seems to be a requirement in accordance with this clause – that is, the form seems to be required at the project level and not as a part of the base contract. Would the County please clarify whether the Subcontractor Notification Form is required at this time?
- A50. Subcontractor Notification Form is not required at this time.
- Q51. Is a W-9 required to be submitted at this time?
- A51. Not required, but helpful if submitted with the bid.
- Q52. In Section B, Related Project Experience of the Qualification Form, Part 1 asks for the JOC project manager name. Please confirm this is the name of the PM for the contractor and not for the customer.
- A52. Correct.