The following items take precedence over referenced portions of the documents for the above-named project and in executing a contract, will become a part thereof. Where any item in the documents is supplemented hereby, the original requirements will remain in effect. All supplemental conditions will be considered as added thereto. Where any original item is amended, voided or superseded hereby, the provisions of such items not so specifically amended, voided or superseded will remain in effect.

This Addendum #1 must be signed and attached to proposal to acknowledge receipt of Addendum. Failure to acknowledge any addenda will result in a non-responsive bid.

____________________________________
Company’s Name

____________________________________
Date

____________________________________
Authorized Representative’s Name

____________________________________
Authorized Representative’s Signature
Addendum #1  
RFP # 20-43, Consultant for a Pavement Management Program Study  
Questions and Answers

1. **Question:** Regarding the Sidewalk survey, we were wondering if the City could expand on the needs for this portion of the survey. Is the City interested in collecting presence of sidewalks only, or is a condition assessment required?
   **Answer:** Sidewalk condition assessment is needed.

2. **Question:** Regarding Right of Way Assets, Is the City interested in collecting presence of a specific asset, or is a more detailed inventory required?
   **Answer:** This task is to collect any visual location and type of infrastructure such as storm, sanitary, Fire Hydrants, to exclude any traffic related items such as signs, and lights.

3. **Question:** Could the City provide a full list of the assets that are required to be collected?
   **Answer:** All storm, sanitary, and Fire Hydrants that are visual at the roadway surface.

4. **Question:** Item A.1. in the specifications references 1,200 miles of paved roadways and 97 miles of unpaved roads
   a. Is this centerline miles or lane-miles?
   b. How many miles of sidewalks must be collected?
   c. How many parking facilities must be collected, and what is the approximate area of each?
   **Answer:** Part a, lane miles regardless of the roadway width. Part b, the length of the sidewalks is unknown, the consultant is to charge per unit price (linear mile). Part c, the number of parking facilities is unknown, the consultant is to charge per unit price (s.f.).

5. **Question:** Item A.3. references a PCI; please advise if this PCI should meet ASTM D6433 or can an alternate methodology (such as % cracking) to obtain a PCI (between 0 to 100) be used?
   **Answer:** Use a more conservative PCI method to proactively determine any repair services.

6. **Question:** Please specify if the consultant shall be provided GIS shapefiles from the County.
   **Answer:** The County will provide the consultant any related GIS information, any additional GIS data is to be collected by the consultant.

7. **Question:** Item A.5. references that the PMP should include Henry County Commission Districts as well as associated Cities within Henry County; will the cities be users of the PMP (i.e. do they require licenses) or will the County be the only user of the program, with an ability to run analyses for each City/Commission District as well as the County?
   **Answer:** As specified in the RFP, this project will take place in two phase, phase-I will cover only the unincorporated County areas, then phase-II may cover the Cities if they decide to participate in the PMP project.

8. **Question:** Item A.6. references the location of storm sewer, sanitary sewer, fire hydrants, traffic signs, etc.
   a. Can the County provide a full list of these assets as part of the solicitation?
   b. Does the County require condition analysis of these assets as well as inclusion in short and long-term budget planning analysis?
   **Answer:** Part a, this task is to collect any visual location and type of infrastructure such as storm, sanitary, Fire Hydrants, to exclude any traffic related items such as signs, and lights. Part b, only identify the associated assets, no condition assessment needed.
9. **Question:** Item A.7. references the short/long-term planning needs for “all pavement deficiencies”. Does this include parking lots as well as sidewalks?
   **Answer:** Yes.

10. **Question:** Item A.9. references that the consultant shall include an approximate time to complete. Does the County have a preferred schedule that will be made available?
    **Answer:** Consultant to propose a completion time.

11. **Question:** Item A.10 references “all licenses needed”; how many users are anticipated to require access to the system?
    **Answer:** Three.

12. **Question:** Item A.12. references two phases: un-incorporated Henry County then City/incorporated areas. Can the County please clarify how many miles fall within each category/phase?
    **Answer:** The consultant will have access to County GIS data after notice to proceed.

13. **Question:** Does the County currently have an asset management plan? If so, can this document be provided?
    **Answer:** Yes. After the notice to proceed.

14. **Question:** What additional assets does the county maintain? Eg. Fleet, culverts, bridges, “closed system” drainage (including all pipe, connections, manhole covers, pumping stations etc). We can offer a full asset management solution for short & long term planning for all asset classes.
    **Answer:** Same as the NPDES requirements to include R.O.W. and County owned easements.

15. **Question:** Do you have a PMS software that you currently use? If so, what software do you use?
    **Answer:** No PMS software at current time.

16. **Question:** How many LANE miles are included in this Scope of Work?
    **Answer:** Approximately 1,200 paved miles and 97 miles of unpaved roads.

17. **Question:** Does this project include collecting imaging data in ALL lanes, including turn lanes?
    **Answer:** Yes.

18. **Question:** Does this project require survey of 100% of sample units (100% of images collected as per ASTM 6433-11)
    **Answer:** All images shall be studied/surveyed.

19. **Question:** In what format is the City’s existing pavement management database? How were the PCI scores calculated? Were the scores calculated using any PMS software or excel spreadsheet or manually assigned?
    **Answer:** The County will use the latest PCI scoring system per this project.

20. **Question:** Do you have the breakdown of lane miles by the surface type?
    **Answer:** NO.
21. **Question:** Can you please provide us the breakdown of the mileage by functional classification, if available?
   **Answer:** Not available.

22. **Question:** Does the City currently maintain accurate historic construction history information (last construction date) for each street segment? For any missing information will the City be able to provide?
   **Answer:** The County will provide any available/related information to the consultant, the rest of the information is up to the consultant to research and find out.

23. **Question:** Does the City currently maintain accurate street inventory information (length, width, pavement type) for each street segment in City’s GIS?
   **Answer:** The County will provide any available/related information to the consultant; the rest of the information is up to the consultant to research and find out.

24. **Question:** Does this project require the vendor to be registered as a P.E.?
   **Answer:** This project is to be developed and performed under the supervision of professional staff licensed to practice in the State of Georgia according to the rules and regulations as required by the State Board of Registration.

25. **Question:** Is vendor registration required and if so, is it required prior to submittal?
   **Answer:** This project is to be developed and performed by the vendor under the supervision of professional staff licensed to practice in the State of Georgia according to the rules and regulations as required by the State Board of Registration.

26. **Question:** Do you require the consultant to develop a Maintenance and Rehabilitation (M&R) program for the City road network and perform budget analysis in PAVER?
   **Answer:** Yes.

27. **Question:** We would like to request a copy of the City’s current GIS centerline shapefile
   **Answer:** The County will provide any available/related information to the consultant after the award of the project; the rest of the information is up to the consultant to research and find out.

28. **Question:** Must data be collected in all lanes by driving in each direction of travel?
   **Answer:** This is up to the consultant. The County requires an accurate project assessment.

29. **Question:** What is the required resolution of imaging data collected?
   **Answer:** The scan part of the project is done by a vehicle to physically travel the associated roadways. This question is irrelevant.

30. **Question:** Do you require the data to be collected and processed as per ASTM D6433-18 “Standard Practice for Roads and Parking Lots Pavement Condition Index Survey”?
   **Answer:** Consultant shall use the most current data collection method.

31. **Question:** Do you require that all distresses, as per ASTM D6433, need to be identified and processed automatically? If not, what distresses are you looking to be identified?
   **Answer:** This process is up to the Consultant to produce accurate evaluations.

32. **Question:** What condition index are you looking for? Is it as defined as per ASTM D6433-18?
   **Answer:** From 1-100 per RFP.
33. **Question:** Have you had previous surveys done? If yes, how was the pavement condition reported? If yes, who was the previous vendor? Can you provide a sample report of the pavement condition?
   **Answer:** Any previous work will be provided to the Consultant; but this project will take the lead.

34. **Question:** Does Henry County have an existing PMS? If it does, how was the pavement condition data collected previously (automated survey or manual) and what is the expectation as a part of this RFQ? What distress rating protocols are used to rate paved and unpaved roadways? What PMS software does the county currently use? If it does, when and to whom does the County plan to provide the details of the current system? Who is the incumbent on this contract?
   **Answer:** Previously a visual inspection/rating was done, but this project will take the lead.

35. **Question:** Is the inventory data such as roadway sections, age, previous construction and rehabilitation data, section width, shoulder type, etc. readily available? Would the county provide previous reports?
   **Answer:** The County will provide all appropriate data after the notice to proceed.

36. **Question:** Does county have an updated GIS Shape file for the roadways and parking lots covered in this project? When was the last time the GIS file was updated?
   **Answer:** The Consultant will be provided with appropriate GIS information after the notice to proceed.

37. **Question:** What is an approximate mileage of sidewalks? What is the County’s expectation with regards to the level of detail with regards to evaluation of sidewalks? Does the county require distress rating for sidewalks or would collecting inventory data be sufficient?
   **Answer:** The approximate mileage of sidewalks is unknown. Sidewalks shall be evaluated in the same way as the roadway surfaces.

38. **Question:** Is assessment of shoulders and curbs part of this project?
   **Answer:** Not shoulders, but the project includes the condition assessment of the curbs.

39. **Question:** Does the county expect drainage features to be inventoried? Section 4 (Pre-Proposal Conference) referred to “Schedule of Events” included in the RFP; however, no “schedule of events” could be found in the RFP. Does it mean no pre-proposal conference will be held?
   **Answer:** All infrastructure that are visible from the surface shall be located to include storm, sanitary, and Fire Hydrants.

40. **Question:** Has the county established a budget for the contract? What is the value of this contract?
   **Answer:** A budget will be allocated at later time.

41. **Question:** Does the County prefer require a “Cost PROPOSAL” (not clear in the RFP) a “Not To Exceed” budget or a COST PROPOSAL (see the 4th bullet of Item “F” in Section “B”, Paragraph No. 1: Proposal Submission) in a separate sealed envelope labeled as “cost proposal”? Would the financial portion of the proposal be limited to Fee schedule or actual cost budget?
   **Answer:** In order to negotiate pricing for this contract and for any annual ongoing software costs, vendors are asked to submit their pricing on the “Cost Proposal” form included in the RFP.
42. **Question:** If the selection process considers cost, how will the County grade/rank bidders’ costs without a Cost Proposal?
   **Answer:** The County will select the consultant based on qualifications and then negotiate a contract price based on available funding.

43. **Question:** When will the result of the bid be declared on the County’s website (Section 22: Award of Contract)? Can we expect the work to start in the third quarter of 2020?
   **Answer:** The proposals will be evaluated and scored by a committee.

44. **Question:** Since Henry County considers Local Vendor Privilege (Section 23), if an out of county consultant partners with a local consultant, will the County consider Local Vendor Privilege to the entire team.
   **Answer:** The Low Vendor Privilege will not apply to this RFP since selection is based on qualifications and not cost.

45. **Question:** Do we need to purchase the software including Licensing Agreement for training two county staff members (Item 10) or, will the County pay for the new software cost including Licensing Agreement for the training of its staff? Does the county have a preference for software?
   **Answer:** At most cases, the Consultant already has the software or has developed one.

46. **Question:** Is there a page limit for the proposal?
   **Answer:** Each copy is not to exceed a ½” capacity ring binder.

47. **Question:** Are electronic submittals accepted during the pandemic?
   **Answer:** No.

48. **Question:** Contract term appears to be left to us – need to include escalation if this goes to multiple years
   **Answer:** Consultant to propose a term of completion.

49. **Question:** The training for the County Staff Members includes, installation of the software, demonstrating how to input data, save data, generate output; the interpretation of output would require the staff member’s opinions. In addition, the issues with glitches in operating or networking systems inherent in the Personal Computers (PCs) of staff members may require the staff members/IT professionals of the County to solve. If we have to interpret output data, solve problems associated with PCs, 20 hours specified may not be adequate. A more detail scope for training of 2 staff members would help streamline our proposal.
   **Answer:** The consultant shall be FULLY familiar with the software prior to commencing this project.

50. **Question:** With the COVID-19 pandemic, would the County be receptive to receiving only an electronic submittal to eliminate unnecessary contact to assemble a physical ink signed proposal?
   **Answer:** Fax or electronic bids are not acceptable.

51. **Question:** When was the last pavement condition survey (PCS) performed and by whom?
   **Answer:** A visual/inspection of the roadways was performed within the last seven years.

52. **Question:** What was the rating methodology used for the last PCS?
   **Answer:** By visual inspection
53. **Question:** How was the PCS data collected (automated or visual)?  
**Answer:** By visual inspection

54. **Question:** What pavement management system (PMS) software does the County currently use?  
**Answer:** None

55. **Question:** Is the County looking to implement a new Pavement Management System (PMS) or to integrate the collected data into an existing PMS?  
**Answer:** To integrate a new system.

56. **Question:** Is the County open to a recommendation for a new PMS that meets the requirements of the RFP?  
**Answer:** Yes.

57. **Question:** Does the County want a simplified condition rating approach for sidewalks like Good, Fair, Poor? If the County would like to survey ramps and sidewalks for ADA compliance and faulting measured, this would affect the level of effort in data collection.  
**Answer:** All pavements including sidewalks, and ADA ramps shall follow the same study methodology for the roadways.

58. **Question:** How many miles of sidewalk does the County maintain?  
**Answer:** Unknown.

59. **Question:** How many parking lots and square feet of parking lot pavement does the County maintain and want surveyed?  
**Answer:** County will provide the information after the notice to proceed.

60. **Question:** Is the County open to a recommendation for a distress protocol that may be different from what the County has used in past years, but allows a PCI to be calculated as required by the RFP and also facilitates better engineering analysis and treatment recommendations?  
**Answer:** County is open to the latest PCI methodology.

61. **Question:** Are there specific criteria related to the features that the PMP is to include for the above ground/visible infrastructures such as storm sewer, sanitary sewer, fire hydrants (F.H.), traffic signs, …etc., or is it simply the location? Please provide clarification to the list of features that are too be included in the survey.  
**Answer:** The existing features shall include but not limited to type, material, and location.

62. **Question:** Can Henry County provide a shapefile that contains information on (# of lanes, functional class, surface type, etc.) of the approximately 1,200 miles of paved roadways and 97 miles of unpaved roads?  
**Answer:** The County will provide all appropriate GIS information to the Consultant after the notice to proceed.