



June 20, 2024

Addendum No. 2
RP023-24
Yellow River Water Reclamation Facility Conversion (YRWRF) to
PLC-Based SCADA System Project

*****PROPOSAL SUBMITTAL DEADLINE HAS BEEN POSTPONED**
UNTIL JULY 11, 2024, NO LATER THAN 2:50PM***

The following addition/changes modify Proposal No. "RP023-24 Yellow River Water Reclamation Facility Conversion (YRWRF) to PLC-Based SCADA System Project," Contract Documents, dated May 2024, as first advertised on May 22, 2024.

I. Modification:

M1. In the Request for Proposal, CHANGE the date shown from "~~June 27, 2024~~" to "**July 11, 2024**". This date change should also be changed throughout the Request for Proposal document.

II. Questions:

Q1. Is EC-1 YR WRF Network Diagram and DCS System Architecture available in a higher resolution?

A1. No, EC-1 YR WRF Network Diagram and DCS System Architecture are not available in a higher resolution.

Q2. Are there sub-contractor opportunities in Program/Project Management for this project?

A2. All proponents are encouraged to assemble and present the most qualified team to achieve the goals as described in RP023-24.

Q3. Please provide the PPC sign in sheet.

A3. Please see attachment A1.

Q4. Is the systems integrator permitted to be contracted both under the engineers for initial design services and as the prime contractor to implement the integration services?

A4. The decision to include a systems integrator is the responsibility of each proponent. However, the party that develops the procurement documents for a construction solicitation (bid), is precluded from submitting a bid to the County for the scope of work included in those same documents.

Q5. Are the Bid Bond requirements waived for the engineering services?

A5. There are no bonds required for the request for proposal.

- Q6. The RFP says that Tab A includes the Cover Letter and Executive Summary. It says that the Cover Letter is limited to 2 pages. How many pages are allowed for the Executive Summary, or is it included in the 2 pages?**
- A6. The Cover Letter and Executive Summary are a single document limited to two pages.
- Q7. Will a Systems Integrator in the design phases be allowed to bid as the System Integrator in the implementation phase as part of the construction contract?**
- A7. Contracting, Sub-contracting, teaming, partnering or other such contractual arrangements can only be determined by each proponent. Also, see response to question 4 above regarding the relationship between the parties responsible for the development of contract documents and bidding contractors (and Sub-contractors).
- Q8. Will GCDWR consider expanding the consultant professional services during construction to include programming, configuration, and integration services?**
- A8. GCDWR does not currently anticipate expanding the consultant professional services during construction. See Section IV Scope of Services, item 5.8 Constructability, Value Engineering, and Safety Review.
- Q9. Will GCDWR continue the maintenance contract for programming services with Foxboro through the duration of this project? Will the services of the Foxboro programming RE be available for workshops during design and during construction implementation and cutover?**
- A9. GCDWR's has a Sole Source agreement with Schneider Electric for products and services for the Invensys/Foxboro control systems installed at the Yellow River WRF. These services will expire on July 18, 2028. Services under this contract are limited to the terms and conditions of that contract and will not be made available to the Consultant or Team selected for this project. The terms and conditions of the sole source do not include "full time" (40 hrs/week for 52 weeks per year) staffing. If proponents seek to add this service to their team, proponents will need to negotiate with Schneider Electric.
- Q10. Can the bid date be extended by two weeks to allow further detailed development of the proposal?**
- A10. The proposal submittal deadline has been moved to July 11, 2024, no later than 2:50. P.M. Please see modification M1.
- Q11. Will the Consultant be provided space within an existing building on the Yellow River WRF site for collaboration workspace during phases 1 and 2, or will the Consultant need to provide a temporary trailer for this space? Can this space also be available for the Consultant during phase 3?**
- A11. There is currently no space available for consultants within an existing building at the Yellow River WRF for the duration of this project. Consultants must provide adequate space for their team to deliver the scope of services as described in RP023-24.
- Q12. Will GCDWR allow the Consultant to connect to the GCDWR on plant internet network to connect to the Consultant business network and for communication?**
- A12. See Section IV Scope of Services, 5.0 Phase II – Detailed Design, item 5.11 Security.

- Q13. Will GCDWR provide Consultant with existing CAD files of electrical, instrumentation, P&IDs, process mechanical, and building systems?**
- A13. Existing CAD files and Model files have been uploaded to the Gwinnett County Purchasing web site, [Bids and RFPs - Gwinnett | Gwinnett County](#). These files are believed to be the original native file formats developed during the design phase of the project and as such, may not be accurate and are not compatible with current GCDWR's CAD Standards.
- Q14. Section IV Scope of Services, 4.0 Phase I – Preliminary Engineering, 4.1.j., p. 30 of 920 - Should the Signal Testing be included in Phase 1 and, if so, should the following statement be deleted, "The testing will be conducted by the same field technicians/electricians that will complete any wiring during future conversions."?**
- A14. Signal testing needs to be performed during the Condition Assessment but **does not** have to be performed by the same field technicians/electricians that will complete any wiring during future conversions. This statement should be removed.
- Q15. Section IV Scope of Services, 5.0 Phase II Detailed Design, 5.9 and 5.10, p. 43 of 920 - Factory Acceptance Testing and Site Acceptance Testing are listed under Phase II - Detailed Design. Should these activities be included in Phase III - Bidding and Engineering Services During Construction after the Contractor is on board and the equipment is procured?**
- A15. Yes, Section IV Scope of Services, 5.0 Phase II – Detailed Design, item 5.9 Factory Testing and 5.10 Site Acceptance Testing are construction related activities and should have been included in Section IV Scope of Services, 6.0 Phase III Bidding and Engineering Services during Construction, item 6.2 Construction Services, not in task 5 as shown.
- Q16. 2.0 Preparation of Proposals, Tab F – Experience of Minor Sub-CONSULTANT, p. 23 of 920 - Please confirm the page limit requirements shown for Tab F do not apply as only Appendix B reference forms are required.**
- A16. Confirmed.
- Q17. Tab E – Experience of Lead CONSULTANT and Major Sub-CONSULTANTS, p. 22 of 290 of RP. Is there a page limit on "Briefly describe the relevant past experience of the Lead CONSULTANT and Major Sub-CONSULTANT on projects of similar size and scope including experience in performing engineering services for State, County, and municipal governments."?**
- A17. Yes, each of the 5 requested project references will be limited to 3 pages per project not including form AB-1.

Q18. An organizational chart is requested in 3 sections: Tab B, Lead Consultant Info (mentioned in the italicized note about the page limit for this section), Tab G, and Tab I. Please clarify if Gwinnett County is looking for it in all 3 places?

- a) If Gwinnett County is requesting it in all 3 locations, in Tab I, it's noted that 11x17 pages aren't allowed, whereas that size is allowed for the other 2 sections.
- b) Also, different items are required with each organizational chart listing; please clarify what is actually needed if only 1 organizational chart is required.

A18. The page limit for Tab B is 4 pages and "may" include one 11 x 17 page to illustrate the Lead Consultants overall organization. Firms "choosing" to submit an organization chart with Tab B should include the list of items as shown on page 21. An organization chart is requested with Tab G and is essential to demonstrate the qualifications of the proponents Firm or Team. Tab I requests an organization chart but is limited to reflecting only key phases and components of work with personnel assigned.

Q19. Currently Tab A encompasses both the Cover Letter and the Executive Summary. With the large font size requirement and the information that is required for this section that will count towards the page limit, will the County please accept a longer page limit to allow room for all the required material?

A19. Yes, the page limit for Tab A has increased from 2 pages up to 3 pages.

Q20. A proposed schedule is requested for both Tab H and Tab I. Please clarify if Gwinnett County is looking for the same schedule in both places?

A20. A schedule is requested in Tabs H and I. It is up to each proponent to determine if the schedule is the same, please refer to Tab H description on page 23 and Tab I description on page 24 for details regarding the schedule.

Q21. Tab B, Lead Consultant Identification. Please clarify what Gwinnett County is looking for when asking for "Business Activities?" Especially given the "services" requested, we're unsure what this section should encompass.

A21. "Business Activities" should include items that require(d) a contract or a signed agreement between Gwinnett County and the proponent.

Q22. Tab B, Lead Consultant Identification. Please clarify what Gwinnett County is looking for when requesting "Corporate Relationships?"

A22. Examples of "Corporate Relationships" would include Firm ownership by a parent company, any firm or entity that would be required to be a party to a signed contract, or subsidiary firm.

Q23. Tab J, Resumes. On page 24 of the RFQ, it is stated that "...Also, the resumes should include job descriptions and references for projects of similar size and scope." By "references," is Gwinnett County looking for contact information for each project featured on each person's resume?

a) Also, for remaining (non "key") personnel listed on our org chart, are references required for each project on their resume as well?

A23. Yes, Gwinnett County is requesting contact information for each project featured on each person's resume. No, consultants do not have to submit references for the remaining (non" key") personnel listed in the org chart.

Q24. Please confirm/clarify a few things with the forms required for Tab A: The Page limit verbiage mentions the Code of Ethics affidavit (AA-3), the Firm Information Form (listed in the table of contents as AB-3, but this was not included in the RFP), the acknowledgement of receipt of addendum form (AA-4), and "consultant information." Is this last item the same as AB-3 or is this something different? Please provide AB-3 also.

A24. Form AB-3 is page 75 of the Request for Proposal package. This form should be submitted in each of the individual proposals and in the separately sealed fee schedule envelope.

Q25. Please confirm where in the submittal form AA-2 (Contractor Affidavit & Agreement) should be included.

A25. Required forms can be submitted in TAB A and will not be included in the page limit total (this includes forms AA-2, AA-3, AA-4).

Q26. Please confirm that forms AA-2, AA-3, AA-4 are only required to be submitted by the Prime, not by any subconsultants contracted under the Prime.

A26. Confirmed.

Q27. Are the P&IDs providing the only existing P&IDs available? The drawings provided only include the PPT process area. If the other areas are not available, should we assume these need to be created from scratch?

A27. P&ID's, in their native file format, have been uploaded to the Gwinnett County Purchasing web site [Bids and RFPs - Gwinnett | Gwinnett County](#). These are believed to be the drawings (and models) developed during the design phase of the project and as such, may not be accurate and are not compatible with GCDWR's current CAD Standard for P&ID development.

Q28. Are the existing drawings available in DWG format?

A28. See response A27 above.

Q29. Does a 3D Revit model exist for YRWRF?

A29. See response A27 above.

Q30. RFP p. 35, Section 4.3, Basis of Design Report (BODR) states: "During the development of the BODR, the Systems Integrator will engage with plant staff to determine improvements to the process control system." Please clarify if the CONSULTANT will be engaging with plant staff during the BODR development or the CONTRACTOR's Systems Integrator.

A30. Yes, the Consultant will be engaging with plant staff during the BODR development.

- Q31. RFP pages 35 - 37, Section 4.3, Basis of Design Report: Do GCDWR and YRWR expect Process, Mechanical, HVAC, Structural, and Architecture trades to be required for this project? If so in what capacity?**
- A31. See Section IV Scope of Services, 4.0 Phase I – Preliminary Engineering, 4.1 Condition Assessment and 4.2 Project Implementation Plan. These two sections will help quantify which “trades” may be required.
- Q32. RFP p. 40, Section 5.4, Design Drawing Preparation, paragraphs C and D state: “Structural (as required to support the construction of a new server building, if required) and Architectural (as required to support the construction of a new server building, if required).” Please clarify the intent for the new servers and whether new construction or repurposing of an existing space is desired.**
- A32. Plant Operations Staff have expressed a desire to utilize an existing structure for a new server room if it is determined that a new server room is needed during the execution of Section IV Scope of Services, 4.0 Phase I – Preliminary Engineering, 4.1 Condition Assessment and 4.2 Project Implementation Plan.
- Q33. RFP p. 40, Section 5.4, Design Drawing Preparation, paragraph C and D – follow up question related to the new server building. If the intent is to include a new server building as part of the Detailed Design, please provide additional information about the size/square footage of the building.**
- A33. See response to A32 above.
- Q34. RFP p. 30, Section 4.1 Condition Assessment, paragraph J. Signal Testing states: “The testing will be conducted by the same field technicians/electricians that will complete any wiring during future conversions.” Please provide clarification because our understanding is that CONTRACTOR and CONSULTANT are two different entities. It is unclear how the successful bidding CONTRACTOR would be able to ensure the use of the same field technicians/electricians that the CONSULTANT utilized during the design.**
- A34. See response to question 14.
- Q35. RFP p. 43, Section 5.9 Factory Testing: - Factory testing requirements in this paragraph are listed under “Phase II – Detailed Design”. Please provide clarification if the intent is for the factory testing to occur during the detailed design phase as written in the RFP.**
- A35. See response to A15 above.
- Q36. RFP p. 43, Section 5.10 Site Acceptance Testing (SAT): Site acceptance testing requirements in this paragraph are listed under “Phase II – Detailed Design”. Please provide clarification if the intent is for the site acceptance testing to occur during the detailed design phase as written in the RFP.**
- A36. See response to A15 above.

- Q37. RFP p. 44, Section 5.11 Security: Security requirements in this paragraph are listed under “Phase II – Detailed Design”. Please provide clarification if the intent is for the security configuration items, such as assigning IP addresses, passwords, etc., will occur during the detailed design phase as written in the RFP.**
- A37. The security configuration items, such as assigning IP addresses, passwords, etc., will occur during the detailed design phase as needed to allow the development of the bid set contract documents.
- Q38. RFP p. 39, Section 5.3 100-Percent Final Design states: “SCADA graphics shall be completed and approved by plant operations staff prior to the final design completion.” Please confirm if the programming services are part of the CONSULTANT scope of work and, if not, provide feedback to indicate how the graphics will be completed by the CONTRACTOR prior to the CONSULTANT’s final design completion.**
- A38. Programming services are currently not in the Consultants Scope of Work
- Q39. RFP p. 44, Section 6.2 Construction Services states: “Programming, logic/code (e.g., PLC ladder logic code to control process) will be performed by the CONTRACTOR’s Systems Integrator; programming shall not be performed by the CONSULTANT.” Please clarify if the programming services are under the CONSULTANT or CONTRACTOR scope of work. At the pre-proposal conference the owner implied that they would prefer programming to be part of the CONSULTANT scope of work.**
- A39. See Section IV Scope of Work, 5.0 Phase II – Detailed Design, 5.4 Design Drawing Preparation (page 41) and Section IV Scope of Work, 6.0 Phase III – Bidding and Engineering Services During Construction, 6.2 Construction Services (page 44).
- Q40. RFP p .39, Section 5.4, Design Drawing Preparation, paragraph B, states: “Plans, sections, elevations, and pipeline profiles for all proposed and modified treatment processes. Provide an overall Process Flow Diagram through the entire solid’s treatment process, identifying existing facilities to remain in service and proposed facilities. Prepare a process control narrative describing each new or modified process...Prepare the required details for modification to existing facilities and installation of proposed equipment.” Please provide clarification on the quantity and makeup of the proposed new processes and the new process mechanical equipment that will be part of the design for the project.**
- A40. See descriptions of existing unit operations in Exhibit C, EC-4 Existing Plant DCS Process Control Descriptions. GCDWR’s does not anticipate adding any new unit operations to the Yellow River WRF.
- Q41. Can the County confirm that the actual contract drafted for this project will contain the same elements as the sample contract, General Conditions of Consultant Agreement, and Professional Services Insurance Requirements provided in the RFP? If there are any additional elements that will be incorporated, will the County provide?**
- A41. The sample contract (exhibit A) and Professional Services Insurance Requirements (AA-1) will be the same forms requested to be submitted and the contract to be signed by the awarded consultant.

Q42. RFP p. 23, Tab G - Qualifications and Capacity, states: "Page Limit: 6 pages total, including single 11" x 17" team organization chart." Please confirm if the organization chart must be included on 11" x 17," or if 8.5" x 11" is acceptable.

A42. See response A18 above.

Q43. RFP p. 21, Tab B - Lead CONSULTANT Identification, states: "May include 1 additional 11" x 17" page to illustrate firms overall organization chart...Firms choosing to submit an organization chart in this Tab will include staff with professional registration(s), state of registration, field of practice, home office location and any additional license or certificates." Please clarify if "overall organization chart" refers to offerors' list of officers. Also, please clarify if we should include professional registration(s), state of registration, field of practice, home office location and any additional license or certificates for the overall firm staff on this 11x17 org chart in this section, or if this information should be included elsewhere, and please indicate where. Officers may not be included as key staff, so if this information is desired for each officer, where should it go?

A43. See response A18 above.

Q44. RFP p. 23, Tab H - Project Understanding and Technical Approach, states: "CONSULTANTs should develop and include a proposed project schedule..." Please confirm if this schedule is intended to be the same as the scheduled requested on RFP p. 24, Tab I, which states: "Include a proposed project schedule at the end of this section." Please confirm if these should be two different or the same schedules, and if they should be different, what type of information is requested to differentiate them.

A44. See response A18 above.

Q45. RFP p. 24, Section Separate Envelope – Proposal Fee Schedule, states: "Complete Appendix C – Proposal Fee Schedule and enclose it in a separate and distinct envelope." However, RFP p. 75 the Proposal Fee Schedule form states: "THIS FORM SHOULD BE SUBMITTED IN BOTH THE PROPOSALS AND THE SEPARATE FEE SCHEDULE." Please confirm if this form should or should not be included in the original and/or copies of the proposal, or if it should only be included in a separate sealed envelope.

A45. Page 75 alone should be included in both the separately sealed Fee Schedule envelope and included in each of the individual proposals submitted. Do **NOT** include any cost information in any of the proposals and should only be submitted in the separately sealed Fee Envelope.

III. Attachments:

A1. Pre-Proposal Sign-In Sheet

Acknowledge receipt of this addendum on the firm information page of the request for proposal.
Sincerely,

Brittany Bryant, CPPB
Purchasing Associate III

PRE-BID CONFERENCE

BL#

	<u>Representative Name</u>	<u>Company Name</u>	<u>Phone #</u>	<u>E-Mail Address</u>
	(DEPARTMENT REPRESENTATIVES SIGN-IN AT BOTTOM)			
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