DATE: October 18, 2019

TO: All Offerors

FROM: Angela R. Young
Executive Director of Contracting

RE: RFP NO. 118-20, Facility Condition Assessment and Master Planning Services

Please see Addendum No. 1 for the above-referenced solicitation.
A. The following changes have been made to the above-referenced solicitation:

Delete: Page 35
Add: REVISED 10/18/19 Page 35
G. THE PROPOSAL

SECTION I – PRICE

In this section, the Offeror shall outline a pricing schedule that identifies all pricing elements discussed in the proposal to accomplish FCS requirements.

The Offeror may provide additional price lists of other services provided by the company. All prices shall remain firm for the duration of this contract. A separate price shall be provided for any optional hardware, software or services associated with the requested services or that enhance or “go beyond” the requirements in the specifications for which the vendor wishes to be paid. All unidentified enhancements that “go beyond” the requirements in the specifications shall be provided at no additional cost to FCS. All prices shall remain firm for the duration of the contract.

There will be no reimbursable permitted. Include in the pricing, all expenses associated with performing the proposed services including, travel, meals, lodging, printing, etc.

SECTION II - TECHNICAL CAPABILITIES

A. METHODOLOGY

In this section, the Offeror shall describe in detail the methodology and procedures that are to be used to accomplish the FCS requirements for this RFP. Generally, describe the methodologies and features proposed by the Offeror for all tasks described above. For Task 2B, Task 1B describe the attributes and features of the software system.

B. CAPABILITIES:

1. Provide evidence of having at least five (5) years of experience in providing the services requested. If you include services managed by the firm’s employees or subcontractors while employed by other entities, clearly indicate the name of the entity that was responsible for the services.

2. Provide a proven track record of successful conducting Facilities Condition Assessments (including software applications), Educational Adequacy Studies and Master Planning Services. Offeror shall provide three (3) examples of previously completed projects similar in scope and size to this endeavor. Do not list projects which were not completed by your firm or completed more than five (5) years ago.
B. The following is a question received and Fulton County Schools, (FCS) response for the above-referenced solicitation:

   a. Please confirm that there are no participation requirements, goals or guidelines for MWBE or other specialty groups in this project.
   **No there are no minority/women participation goals.**
   b. If we choose to include MWBE firms on our team, will there be any recognition or advantage to our team in your evaluation?
   **No.**

2. Refer to p. 35: G., Section II, A., last sentence in paragraph: “For Task 2B, describe the attributes and features of the software system.”
   a. We did not find a “Task 2B” – what part of the RFP this refers to?
   **The reference to task 2B is a typo. All tasks related to software should be grouped in Task 1b as indicated on page 30 and page 56.**
   b. Does this refer only to Facility Condition Assessment software tools or applications?
   **Yes, Task 1b is software intended to manage the facilities condition information.**
   c. Does it also imply or apply to any Educational Needs Assessment software tools or applications?
   **It is limited to managing facilities conditions to assist with lifecycle management of equipment.**
   d. Please provide guidelines or specific topics you want to learn about or expect to be included in the software system.
   **Please refer to the answer 2c above.**

3. Level of Detail for FCA. Which level(s) of the UNIFORMAT II classification system you require or the FCA data?
   **FCS desire is to document sufficient detail that confirms specific lifecycles of equipment so appropriate recommendations can be included in the Master Plan.**

4. Community Engagement level of effort for basis of proposal.
   a. Please clarify comments made at the Pre-Proposal conference regarding the anticipated quantity of engagement events and types of activities that should serve as the basis for the methodology description and fee proposal.
   **The exact answer to this question is unknown at this time. Please base the pricing on one community engagement per high school for the purposes of this proposal. This is subject to change. See the FCS website [www.fultonschools.org](http://www.fultonschools.org) for a list of high schools.**
b. Also, regarding the sentence following the table of Timeline Activities on p. 32, how shall we respond for level of effort and fees?

Please propose an hourly fee for engagements in excess of those described in Question 4a above.

5. Refer to Appendix VI, Software and Technology Requirements. The last item (e).

a. For purposes of services commitment and accompanying fees, please define the type of response you expect for “… access data beyond the limits of this 5-year plan.”

FCS desires the information from this effort to be accessible in a format that does not expire in five years. It will be referenced into the future well beyond five years.

b. Please clarify your intent regarding the phrase “Software … will become property of FCS.” This may have significant implications toward actual ownership of the software, which is not developed exclusively for this project, and related intellectual property rights.

FCS is interested in owning and accessing the collected data indefinitely. Software licenses are not necessary if the information can be extracted into a usable database that is approved by FCS Capital Programs personnel.

C. All other terms and conditions remain the same.