

M E M O R A N D U M
ADDENDUM #1

City of Fairburn
22-008, ON-CALL CONSTRUCTION & PROJECT MANAGEMENT SERVICES

TO: All Potential Respondents
SUBJECT: 22-008, ON-CALL CONSTRUCTION & PROJECT MANAGEMENT SERVICES
DATE: June 21, 2022

Questions and Responses:

- 1) Is there a set payment schedule by the City of Fairburn for this contract or shall we present in our contract if payments are due for example in 2 weeks or 30-day increments?
Response: A separate sealed fee proposal, consisting of no more than two pages, listing the hourly rates for each of the staff anticipated to work the contract, and itemized list of reimbursable expenses, shall be submitted with your response. The successful Contractor will be compensated by the City as outlined in the Fee Proposal. Upon award, payment for services rendered will be invoiced monthly and due 30 days after receipt by the City.
- 2) Please confirm that if awarded this contract, companies are prohibited from bidding on City of Fairburn construction projects.
Response: That is correct. That would be a conflict of interest.
- 3) Is there a specific software that must be used to house documents for the City?
Response: No.
- 4) Is this RFP requesting full-time on-site inspection or construction management/oversite?
Response: The inspection requirements are based on the scope of each project. Construction, Engineering and Inspection (CEI) Services should be accounted for within the proposal. Inspection staff is expected to be on-site during critical project activities and/or phases.
- 5) Does the coordination of testing include providing independent testing or insuring that testing is provided by the contractor?
Response: Ensure testing is provided by the Contractor.
- 6) Does the fee proposal consist of only the hourly rates and reimbursable expenses?
Response: Yes

End of Addendum