

**CITY OF DURHAM**

DEPARTMENT OF PUBLIC WORKS
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- Engineering
- Stormwater Services
- Street Maintenance

November 3, 2016

MEMO TO: Professional Services Firms
SUBJECT: Addendum Two: Questions
PROJECT: SW-58: RFLOI for Engineering Design Services

This addendum is to address various questions asked during the duration of the advertisement.

The questions and answers are as follows:

Will flood studies and recommendations be reviewed/approved through the NCDOT Memorandum of Agreement (MOA) process with NC Floodplain Mapping Program (NCFMP) or will the consultant directly submit to NCFMP?

The City does not have much experience with this. In the past, we have depended on the knowledge and decision of our consultants.

Are there any traffic studies on the four locations?

We do not have access to any traffic studies.

Is Ellerbee Creek (on Hillandale Rd.) FEMA regulated?

Ellerbee Creek is City regulated.

On Hillandale Rd, what sort of agreement do NCDOT, the City, and the golf course have that allows the golf carts to function within the Right of Way?

There is no specific agreement for cart in the right of way. There are just no restriction or enforcements set on them.

NCDOT Prequal Code 269-Urban Road Design requires a firm to have a license and project experience with Bentley's GEOPAK software; however the subject RFP requires the drawings be prepared in AutoCAD Civil3D. Could you let us know if the AutoCAD Civil3D is acceptable for drawings for this project and if so will you still require Prequalification for NCDOT Code 269?

Since this project is funded by NCDOT, the firms must be prequalified by NCDOT for certain items. If NCDOT asks for plans, they want them using the GEOPAK software, therefore NCDOT requires

knowledge of that system. At the City, we require plans in AutoCAD. In the past, NCDOT has not required electronic submissions from the City. Therefore, while yes you do need to be prequalified by NCDOT for work code 269, designing in AutoCAD is preferred.

May we just include contact name and phone number of our references in the project section of our proposal, or are you requiring letters of reference from clients, as stated on Page 8, Paragraph G of the RFP?

Contact information for references is okay.

Our Team is not currently approved for certain NCDOT prequalification codes. However, the request will be submitted to NCDOT prior to the RFLOI submission deadline. Is this acceptable.

As long as the prequalification request is submitted before the deadline for submitting the proposal than it is acceptable.

On page 9 of the RFLOI, item 3, should “bullet number 1” be “bullet number 2”?

Yes. Item 3 should reference bullet number 2.

Do the RS-2 forms count toward the page limit?

No. The RS-2 forms do not count toward the page limit.

Sincerely,

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Project Manager

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