COMMONWEALTH OF VIRGINIA

###### COUNTY OF HENRICO



DEPARTMENT OF FINANCE

CECELIA H. STOWE, CPPO, C.P.M.

PURCHASING DIRECTOR

**November 28, 2016**

**ADDENDUM NO. 1**

**Request for Proposal: #16-1282-10CS**

**Subject: A&E Services for Fairfield Area Library**

Gentlemen/Ladies:

Please make the following changes, corrections, additions or deletions to the above referenced Request for Proposal:

**This RFP and any addenda are available on the County of Henrico Purchasing website at** [**http://www.henrico.us/purchasing**](http://www.henrico.us/purchasing) **To receive an email copy of this document, please send a request to: bar10@henrico.us**

**ADD the following to Page 16, VII. C. Narrative Summary to include as a minimum the following:**

* Response to Scope of Services – The Offeror should address each section of the Scope of Services (pages 2-7) with an indication of the response.

Unless otherwise changed by an addendum, all other information will remain the same.

Sincerely,

Cecelia H. Stowe, CPPO, C.P.M.

Purchasing Director

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**RFP # 16-1282-10CS**

**REQUEST FOR PROPOSAL**

**A&E SERVICES FAIRFIELD AREA LIBRARY**

**COUNTY OF HENRICO, VIRGINIA**

**Questions & Answers**

**November 28, 2016**

**Q1. Has the project been registered for LEED? If yes under what?**

*Yes, the project has been registered for LEED – NC v3*

**Q2. Will the F&E requirements be procured separately and require a separate bid package?**

*Yes*

**Q3. Page 3 – B-1. Does the County have an ALTA survey of the property or will the Civil Engineer need to re-survey?**

*The County has initial ALTA surveys, but the Civil Engineer will need to re-survey the site (topography, underground utility location, etc.)*

**Q4. Does the County have any existing on-call contracts that will be utilized for services under this project?**

*Yes. Geotechnical, Commissioning, and card access.*

**Q5. Regarding the Fairfield Library RFP, on page 3, Section B, in the intro paragraph the document references the Henrico County General Services Library Design Standards.  Where might we be able to find the mentioned document?**

*Document will be provided at negotiation phase to the Successful Offeror.*

**Q6.     Are individual disciplines allowed/encouraged to submit discipline specific proposals?**

*No, proposals are to be provided by Architectural/Engineering firms with any associated disciplines.*