



102 Town Hall Drive | Leland, North Carolina 28451
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RFQ Leland Resilient Routes Addendum – Questions

Date: September 28, 2022

- 1) Can you please clarify what the Town is looking for in the Past Experience section related to the number of contracts (current and past)? Would the Town like to see a listing of all the contracts the firm has completed that are similar in scope to this project?

Town Response: The Town is interested in learning what current and past contracts/projects the firm has worked on that are similar in scope to this project. This can be accomplished by listing the contracts/projects and providing a brief summary of each.

- 2) Related to Insurance Requirements, would the Town like firms to submit copies of our certificates of insurance and if so, would that count towards the page limit? Or will a statement listing out our insurance coverage suffice?

Town Response: Please provide copies of the firm's certificate of insurance. These certificates do not count towards the page limit and should be included as an appendix.

- 3) Are resumes included in the 12-pg. count of the proposal?

Town Response: Yes, resumes are included in the page limit.

- 4) Are tabs, table of contents, or cover pages included in the page count?

Town Response: Yes, tabs, tables or contents, and cover pages are included in the page count.

- 5) Do the registration documents from North Carolina Secretary of State Board count toward page limit?

Town Response: Proof of registration and good standing with North Carolina Secretary of State and State Boards do not count toward the page limit.

- 6) On page 7 of the RFQ, under Section A. Item 3., it talks about "concept drawings" followed by the action phrase "design conceptual drawings." Could you please elaborate on the exact type(s) of product(s) you're anticipating for that item? In other words, we could see "conceptual drawings" potentially being different than a specific percent-complete "design".

Town Response: The Town anticipates these concept drawings to correspond to 30% design drawings.

Brenda Bozeman
Mayor

Richard Holloman
Councilmember

Bob Campbell
Mayor Pro-Tem

Bill McHugh
Councilmember

Veronica Carter
Councilmember

David A. Hollis
Town Manager