

CITY OF BRUNSWICK

June 1, 2022

DEBRIS REMOVAL AND DISPOSAL MONITORING

QUESTION & ANSWER



**City Manager's Office
601 Gloucester St.
Brunswick, GA 31520**

1. Q: Line 016 – Cost of Travel – I understand travel and Lodging will be at GSA rates. Can you guys clarify what you are looking for on this line item? Based on the note below it states “As Proposer Deems Necessary”, do you have an estimated amount of debris as a bench mark. The expenses will change per each task order based on the amount of debris.

A: Line 016 – The form is asking for an hourly rate for these items/positions, and the travel rate will be set by GSA. Vendors should insert “GSA rates” in the box. The length of travel and lodging will vary between tasks and is unknown at this time, but the GSA rate will be consistent for all vendors.

2. Q: Line 017 – Profit – are you looking for this number in a percentage?

A: Line 017 – yes

3. Q: Line – 019 – Miscellaneous and Reimbursable Expenses – Same as Line 016, this price is dependent on the size of the project, can we get a bench make amount of debris?

A: Line 019 – without knowing the amount of debris or having a benchmark, a percent mark-up on all expenses would be appropriate for this entry.

4. Q: If we cannot get a benchmark estimating the amount of debris to estimate these numbers on, Would you guys consider allowing a note that say all travel cost including lodging will be based on GSA rates and all expenses will be a pass through with no markup?

A: Yes

5. Q: RFP “Instructions to Proposers”, Item 5 (Proposal and Contract Security) on page 5 indicates that “each Proposal must be accompanied by a proposal bond for an amount equal to at least five percent (5%) of the amount of the Proposal.”

- a. As this is a standby contract with no identified value (based on hours rates and no commitment of hours), please clarify the value of the Proposal Bond.
- b. Could the City clarify when the contractors who are not awarded would receive the proposal bond back?
- c. Would the City be agreeable to waiving the requirement of the Proposal Bond as there is no value until the contract is activated?

A: Since there is no established value of the project at this time, a proposal bond will not be required

6. Q: RFP “Instructions to Proposers”, Item 9 (Proposal Form) on page 6 indicates that proposals must be “submitted on the Proposal Forms.” Furthermore, in RFP Section E (Proposal Fee Schedule), the bottom of Page 28 states “you must attach the following documents to this Proposal Form and you must acknowledge the following” including “Proposal Form.” However, there is no specific form in the RFP identified as “Proposal Form.” Please clarify how we should respond to this requirement to ensure a compliant proposal.

A: The “Proposal Form” shall be considered to be section E of the RFP (pages 26 – 29)

7. Q: RFP Section E (Proposal Fee Schedule), Item 4, includes a line item for profit. We typically provide hourly rates that include overhead and profit. Please confirm that would be acceptable.

A: Yes, acceptable. If hourly rates include profit, entry will be “0” on profit line 017.

8. Q: RFP Section E (Proposal Fee Schedule), Item 4, provides a list of required items at the bottom of Page 28 and top of Page 29. The last three items required are:

- List Describing the Direct Labor Cost to be entitled Direct Labor Costs
- List Describing the Breakdown of Costs for Subcontracts to be entitled Subcontracts Breakdown Costs.
- List Describing the Miscellaneous and Reimbursable Expenses to entitled Miscellaneous and Reimbursable Expenses

Please clarify what information is required in the three “lists” identified above. What is the relationship between these “lists” and the pricing that we will provide in the Table on page 28?

A: These lists will clarify any subcontractor costs, miscellaneous costs, reimbursable costs, etc. if necessary. If vendor chooses that it is not necessary to clarify these costs, note on proposal form that these lists are not included, and all pricing info is included in Table Item 4 on pg 28.

9. Q Proposal Bond (page 45) indicates that the awarded contractor must provide “a sufficient and satisfactory Performance Bond and Payment bond payable to the City, each in an amount of one hundred percent (100%) of the total contract price.” However, RFP Section A (General Terms, Conditions, and Definitions), Item 3 (Performance and Payment Bonds) indicates “None required.” Please clarify how the contractor can meet the requirement on Page 45.

A: Performance and Payment bonds will be required and should be in the amount of \$1,000,000 each. Since there is no established contract value at this time, no proposal bond will be required

10. Q: RFP “Contract for Services,” Article 3 (page 47) indicates that the “City agrees to pay the Contractor, in current funds, for the performance of this Contract the sum of Dollars (), which sum shall also pay for all loss or damage arising out of the nature of the project aforesaid, or from unforeseen obstructions or difficulties encountered in the performance of the project and for all expenses incurred by, or in consequence of the project, its suspension or discontinuance, and for well and faithful completion of the project and the whole thereof, as herein provided.” If delays are beyond the control of the parties, how would that be payment be incorporated into the pricing?

A: That item will be negotiated between the City and the successful proposer. There is no need to include that amount in the proposal.

11. Q: RFP “Contract for Services,” Article 4 (page 47) indicates that “A ten (10%) percent retainage may be instituted by the City at any time in accordance with laws of the State of Georgia.” Could the City clarify when the 10% retainage would be released to the Contractor?

A: any retainage held will be released upon satisfactory completion of project tasks and submittal of monitoring records.