



Georgetown County, South Carolina

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ADDENDUM #1 TO BID #17-059

BID NUMBER: 17-059

ISSUE DATE: Wednesday, February 7, 2018

OPENING DATE: Wednesday, February 14, 2018

OPENING TIME: 3:30 PM (ET)

Bid Opening Location: Georgetown County Historic Courthouse, Suite #239 (Purchasing)

Pre-Bid Conference and/or Site Inspection: Voluntary-On Own

PROCUREMENT FOR: Architectural Design Services: Southern Georgetown County Branch Library

Commodity Code(s): 94620

This addendum will amend **RFQ# 17-059, Architectural Design Services: Southern Georgetown County Branch Library** originally issued on Friday, January 26, 2018. This clarification is being provided to all known and registered correspondents in response to questions received. All addenda and original bid documents are also available online at: <http://www.georgetowncountysc.org>, select Quick Links, “Bid Opportunities” and “Current Bids.”

Question 1: Please clarify:

Item #4, Section 6, asks for a Cost Summary and fee schedule. However, state law prohibits requesting fees when soliciting professional services - SC LLR Section 40-3-300 prohibits an architect from entering into a contract on any basis other than direct negotiation.

Answer: **Certainly, please refer to Sec. 2-56 of our local Purchasing Procedures and Regulations County Ordinance which states the following:**

“Sec. 2-56. Architect-Engineer and Land Surveying Services-Public Announcement and Selection Process.

1. Public Announcement. It is the policy of the County to publicly announce all requirements for Architect-Engineer and Land Surveying services and to negotiate such contracts on the basis of demonstrated competence and qualification at fair and reasonable prices. In the procurement of

Architect-Engineer and Land Surveying services, the Purchasing Officer shall request firms to submit a statement of qualifications and performance data.

2. Selection Process. The Evaluating Panel and Purchasing Officer shall conduct discussions with no less than three (3) firms regarding the contract and shall select from among them no less than three (3) of the firms deemed most qualified to provide the required services. The selection shall be made in order of preference, based on criteria established and published by the department requesting the service.

3. Negotiation. The using department along with the Evaluation Panel and Purchasing Officer shall negotiate a contract with the highest qualified firm for Architect-Engineer or Land Surveying services at a compensation that is considered to be fair and reasonable to the County. In making this decision, the using department and Purchasing Officer shall take into account the established value, the scope, the complexity, and the professional nature of the services to be rendered. Should the using department and Purchasing Officer be unable to negotiate a satisfactory contract with the firm considered to be most qualified, negotiations with that firm shall be formally terminated. The using department and the Purchasing Officer shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm, the using department and Purchasing Officer shall then undertake negotiations with the third most qualified firm. Should the using department and the Purchasing Officer be unable to negotiate a contract with any of the selected firms, the Purchasing Officer and the County Administrator shall select additional firms in order of their competence and qualifications, and continue negotiations in accordance with the section until an agreement is reached.”

Therefore, to clarify, it is our intent in item 5) *Evaluation & Weighted Criteria* as listed on page 7 of the bid document to keep all cost proposals sealed until the highest offeror has been selected and only then, open the sealed cost proposal from the highest ranked offeror to use as a basis to begin negotiations. Once awarded, all other cost proposals will be returned to the submitters unopened.



ADDENDUM ACKNOWLEDGEMENT

Bid #17-059

Architectural Design Services: Southern Georgetown County Branch
Library

Mandatory Submittal Form

To be returned with the final proposal submission to Georgetown County.

COMPANY NAME: _____

- | | | |
|-------------------------------------|----------------------------------|---------------------|
| <input checked="" type="checkbox"/> | Addendum #1 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/> | Addendum #2 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/> | Addendum #3 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/> | Addendum #4 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/> | Addendum #5 Received Date: _____ | Initialed By: _____ |
| <input type="checkbox"/> | Addendum #6 Received Date: _____ | Initialed By: _____ |

If your Bid submission has already been mailed, acknowledgment may be provided by faxing this form to (843)545-3500, or attaching a digital scan and sending by e-mail. .

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