



Project Name: **Operational Planning for the Correll Pavilion at Grady**

RFP: **2017032_OP**

Date: **08.20.2020**

ADDENDUM # 1

Questions Received Monday 08.17.2020 (see responses in red)

1. Our team was trying to register with Vendor Mate and the Correll Pavilion at Grady is not on the list. Can you please provide direction to us for next steps or if there is something we missed?

You do not need to register with Vendormate until you are awarded a contract. See RFP page #3

You can propose without being in Vendormate.

2. Who do I check in with to make sure our vendormate account for Grady is up to date?

See answer #1

3. Can you send editable forms from pages 11-19 of the RFP (see below for list)?

- a. Business Identification and Nondiscrimination
- b. Diverse Supplier Subcontracting Plan
- c. Certification of Efforts
- d. Statement of intent

See the word document for Editable forms

4. Expected deliverables bullet #5 “Transition plan for IT, MEP, furniture and facilities”- Can you provide clarification regarding the expected deliverable? **These are recommended deliverables.**

Is there an equipment planner engaged to validate the new and relocating equipment for the new facility? **Yes.**

Are you expecting a logistics plan for the “fit-up” of the new facility for all FFE within this phase of the project? **Yes.** Or something else?

5. Expected deliverables bullet #6- is this a schedule for the operational planning phase from November through April for this scope of work?

No, Grady is relying on your expertise to develop an overall transition/activation schedule.

Should we assume that you have an overall integrated project schedule that this portion would be added to? **Yes.**

Questions Received Wednesday 08.19.2020 (see responses in red)

1. Diverse Supplier Subcontracting Plan for supplier diversity is confirming that our company is the supplier (and not that we are procuring additional suppliers)

Consulting firms could subcontract some of the work they perform. But if it doesn't apply, simply put N/A.

2. Our company meets the criteria to be a Diverse Supplier but we do not have the formal certification. Am I correct to document “not applicable” with a statement clarifying our position or should we put “no” with explanation? **“no” with explanation**

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