

# ADDENDUM 2



## Request for Qualifications

### ARC Flash Analysis & Infrared Study for Forsyth County Facilities

Qualifications Will Be Received Until  
12:00 Noon, Friday, July 21, 2017

By The City of W-S/Forsyth Co. Purchasing Department  
In Room 324 City Hall Building  
101 North Main Street  
Winston-Salem, North Carolina

June 30, 2017

**Please acknowledge receipt of this Addendum and include with your proposal.**

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

### Questions / Responses

The following questions for this RFQ have been received with County responses provided:

1. Do you want the RFQ response to include pricing for each site as listed in Appendix A?  
**Response:** No - This is just an RFQ so no pricing would be submitted only qualifications.

**Q - The project timeline notes July 1, 2017 for a notice to proceed. Was that intended to be August 1, 2017?**

A – Addendum #1

**Q - How many facilities/electrical systems will be studied?**

A – Addendum #1 included a list of calculated points and facilities.

**Q - How many systems will require field data collection while energized?**

A – All are energized.

**Q - Does the County anticipate and hazardous materials (lead, asbestos) to be exposed during the study?**

A – No, we do not anticipate hazardous materials being exposed during the study.

**Q - Does the RFQ response have a page limit?**

A – No, there is no page limit.

**Q - The RFQ asks for information on page 4, which includes this as part of item B: Minimum Qualifications/Experience Checklist. Is there supposed to be a checklist provided for us to use?**

A – The word checklist is referring to the items a-e that follow B. Minimum Qualifications.

**Q - Page 4: Part 1 General Scope of Services**

**“The Study will also include a qualitative Infrared Thermographic Survey of entire electrical distribution system.” If this survey is to include every piece of electrical distribution equipment, no matter how small, the price is likely to be very high. We recommend limiting the survey to the calculated points rated 100A or larger per Section C below.**

A – Our initial plan is to include all panels. This is an RFQ and therefore pricing is not to be submitted at this time.

**Q - Project Timeline: “The project is to be completed by June 30, 2019”. Is there an incentive and/or penalty if the project is completed before this date?**

A – There is no incentive or penalty, this date is only an estimate. Once a contract is written, there will be an agreed upon start and completion date.

**Q - Page 6 – C.1: This paragraph notes that we are to include every device in the building even down to the single-phase equipment, but over on page 8 (G) it states that we are only to follow the IEEE rules and the 125kVA rule which we normally do. These two sections contradict each other, need clarification on how far into the system you would like the project to go.**

A – Delete C. 1. Replace with C.1 Article 205.2: Updated and verified one-line diagram for all electrical equipment included in analysis.

**Q - I see the RFQ is noting this is a qualifications bid, but I don't see where you would like us to provide pricing. Are you expecting us to provide a price for completing all services under this RFQ or are we to omit pricing and submit qualifications only at this time?**

A – Qualification only at this time.

**Q - When I review what the County is expecting for information as part of the RFQ response, it does not indicate that you want pricing. Do you want the RFQ response to include pricing for each site as listed in Appendix A?**

A – Addendum #1

**Q - In the Project Timeline section of Part I, it states that a Contract will be fully executed on July 1, 2017, which is before the RFQ documents are due. Please specify the correct date.**

A – Addendum #1

**Q - There is a project deadline of June 30, 2019 that we are to confirm we can meet. At this time, however, there is no information on the amount of work involved, quantity of facilities, etc. to accurately prepare a timeline.**

A – Addendum #1

**Q - Most of the one-line drawings are very old. Are they fairly accurate or has additional equipment been added (or removed) from any that could significantly affect the amount of work (and costs) involved? Will there be a walk-through of some sort to visually see the electrical equipment?**

A – The calculated point totals are recent. No additional equipment has been added or removed that would significantly affect the number of calculated points. There is no pre-bid meeting.

**Q - In Part 1, Section B.d. (under the RFQ response instructions), it states that “Degreed electrical engineers on staff to supervise all field work”. Are degreed engineers required to be on site to supervise the data collection in the field, or does this refer to supervising the information they provide?**

A – Forsyth County requires all staff onsite performing work to be in compliance with all laws and regulations. A licensed engineer is required to stamp and sign all reports. Therefore, he or she must ensure that all (on-site, supervisory, or other) of his or her efforts are appropriate for certification of the reports in compliance with North Carolina laws and regulations governing the practice of engineering.

**Q - In Part 1, Section B.e. (under the RFQ response instructions), it states that “Engineers and technicians completing field work must be experienced and regularly perform electrical system testing.” Could you please clarify what is meant by “electrical system testing”? Does this refer to the “testing” performed using the software? Technicians would not typically work on engineering software and electrical engineers would not typically regularly perform actual testing on any equipment. Are you just looking to confirm that the technicians regularly perform data collection (or something similar) and engineers regularly perform the studies (or something similar) and are very familiar with the involved equipment and process?**

A – Forsyth County has the expectation that engineers and technicians performing the study regularly perform studies of similar nature.

**Q - In Part 2, Section C.4., it mentions to provide an updated study. Has an arc flash analysis been previously performed? If so, would we receive the existing model to update the study?**

A – This is an entirely new study; there are no prior studies to distribute.

**Q - After going through the Exhibit A, I noticed that the following facilities were not on the document, however, there were one-lines provided for them: Central Library, EMS Headquarters, Youth Services. Is it possible that the facilities named above are listed with a different name on Exhibit A? Additionally, there are numerous facilities on Exhibit A in which drawings were not provided. I assume there are no drawings for these facilities.**

A – Central Library and Youth Services are not included. EMS Headquarters (on Fifth Street) is included. There are facilities with no drawings.

**Q - What will be the selection process used? If a point system is used please identify the categories, each weighting percent.**

A – Responses to the RFQ will be evaluated by a committee that will determine the final selection.

**Q – Will M/WBE and or HUB be utilized as a determining factor? If so what would be the scoring percentile.**

A –There is no set scoring percentile, qualifications will be reviewed, M/WBE participation is always encouraged.

**Q - How do we submit an RFI?**

A – All responses to this Request for Qualifications are due by noon on July 21, 2017.

**Q - Is there going to be a pre-bid meeting.**

A – There is no scheduled pre-bid meeting.

**Q - How is the pricing to be given? Lump sum, Infrared and Arc Flash, by building?**

A – This is a Request for Qualification (RFQ) so no pricing should be submitted at this time.

**Q - Is payment to be progressive or all at once at the end?**

A – It is Forsyth County’s practice to receive invoices for services on a monthly basis.

**Q - Is the infrared inspection to be on ALL panels in the building or just the ones we are doing the AF study?**

A – The infrared inspection is to be on all panels.

**Q - Clarify Item 1.7.C.13. All arc flash labels are standard 4x6. The standard is for white and orange label AND red and white labels for the point that have an incident energy over 40 cal/cm<sup>2</sup>**

A – All labels are to conform to ANSI-Z535.

**Q - Does the customer want 5 copies of a report for EACH building as stated in RFQ section 1.9.**

A – Yes, 5 copies of the 1 comprehensive report.

**Q - The excel tally sheet calculates 627 points to be included in the AF study. However the number shown as “total calculated points” = 797 . Please explain the difference of 170 point. Which is correct.**

A – Total calculated is 797 which is the 627 column and the 170 column.

**Q - The excel tally sheet calculates 275 non-calculated points. However the number shown as “total non-calculated points” = 1052. Which is correct. What are these non-calculated points and how are we supposed to factor them into the work to be accomplished.**

A – Total non-calculated is 1,052 which is the 277 column and the 775 column.

**Q - Can all work be performed between 7:30 AM and 5:30 PM M-F?**

A – All work shall be performed during normal business hours of M-F 8am-5pm.

**Q - Will an escort be provided to locate panels and gain access?**

A – Yes.