ADDENDUM # 2 TO RFP # 0059696

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY (Virginia Tech)
Procurement Department (MC 0333)
North End Center, Suite 2100
300 Turner Street NW
Blacksburg, Virginia 24061

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<tr>
<th>DATE</th>
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<tr>
<td>September 26, 2019</td>
<td>October 7, 2019 @ 3:00 PM</td>
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ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO: Kim Widrig, Buyer Senior
E-MAIL ADDRESS: kdcromer@vt.edu TELEPHONE NUMBER (540) 231-8543
FAX NUMBER (540) 231-9628 AFTER HOUR MESSAGES (540) 231-6221

Design and Construction Cost Estimating and Scheduling Services

1. The wrong extension was listed on the RFP for Kim Widrig. Her correct phone number is 231-8543.

2. Revise section VII Statement of Needs as follows:
   a) PROJECT COST ESTIMATING AND PROJECT SCHEDULING SERVICES: The requirements for design and construction scheduling shall be governed by the latest addition edition of the Construction and Professional Services Manual.
   b) It is preferred that the estimator for projects over $500,000.00 be a certified cost engineer estimator.

2. Some Special Terms and Conditions got added in Attachment A.

3. Please see Attachment B for responses to inquiries received about this RFP along with the sign in sheet from the non-mandatory pre-proposal meeting.

4. All other terms, conditions and descriptions remain the same.

5. No further inquiries will be accepted at this time.

I acknowledge that I have read and understand this addendum in its entirety.

_________________________  ______________
Signature                  Date

Revised 01/01/2018
ATTACHMENT A

SPECIAL TERMS AND CONDITIONS

ADVERTISING: In the event a contract is awarded for supplies, equipment, or services resulting from this solicitation, no indication of such sales or services to Virginia Tech will be used in product literature or advertising. The contractor shall not state in any of the advertising or product literature that the Commonwealth of Virginia or any agency or institution of the Commonwealth has purchased or uses its products or services.

INSURANCE: By signing and submitting a Proposal/Bid under this solicitation, the offeror/bidder certifies that if awarded the contract, it will have the following insurance coverages at the time the work commences. Additionally, it will maintain these during the entire term of the contract and that all insurance coverages will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

During the period of the contract, Virginia Tech reserves the right to require the contractor to furnish certificates of insurance for the coverage required.

INSURANCE COVERAGES AND LIMITS REQUIRED:
A. Worker’s Compensation - Statutory requirements and benefits.
B. Employers Liability - $100,000.00
C. General Liability - $2,000,000.00 combined single limit. Virginia Tech and the Commonwealth of Virginia shall be named as an additional insured with respect to goods/services being procured. This coverage is to include Premises/Operations Liability, Products and Completed Operations Coverage, Independent Contractor’s Liability, Owner’s and Contractor’s Protective Liability and Personal Injury Liability.
D. Automobile Liability - $500,000.00
E. Builders Risk – For all renovation and new construction projects under $100,000 Virginia Tech will provide All Risk – Builders Risk Insurance. For all renovation contracts, and new construction from $100,000 up to $500,000 the contractor will be required to provide All Risk – Builders Risk Insurance in the amount of the contract and name Virginia Tech as additional insured. All insurance verifications of insurance will be through a valid insurance certificate.

F. The contractor agrees to be responsible for, indemnify, defend and hold harmless Virginia Tech, its officers, agents and employees from the payment of all sums of money by reason of any claim against them arising out of any and all occurrences resulting in bodily or mental injury or property damage that may happen to occur in connection with and during the performance of the contract, including but not limited to claims under the Worker’s Compensation Act. The contractor agrees that it will, at all times, after the completion of the work, be responsible for, indemnify, defend and hold harmless Virginia Tech, its officers, agents and employees from all liabilities resulting from bodily or mental injury or property damage directly or indirectly arising out of the performance or nonperformance of the contract.

PRICE ESCALATION/DECLINE:

Price adjustments for changes in the contractor’s price of materials, labor and transportation may be permitted. Request for price adjustments for any other reasons will not be granted. No price increases will be authorized for 365 calendar days after the effective date of the contract. Contractor shall give not less than 30 days advance notice prior to the annual renewal of the contract of any desired price increase.

The Contractor shall document the amount and proposed effective date of any general change in the price of materials, labor and transportation. Documentation shall be supplied with the contractor’s request for increase which will (1) verify that the requested price increase is general in scope and not applicable just to Virginia
Tech, and (2) verify the amount or percentage of increase which is being passed on to the contractor by the contractor's suppliers. Failure by the contractor to supply the aforementioned verification with the request for price increase will result in a delay of the effective date of such increase. The Virginia Tech Procurement Department may verify such change in price independently. The Virginia Tech Procurement Department may make such verification as it deems adequate. However, any increase which the Virginia Tech Procurement Department determines is excessive, regardless of any documentation supplied by the contractor, may be cause for cancellation of the contract by the Virginia Tech Procurement Department. The Virginia Tech Procurement Department will notify the contractor in writing of the effective date of any increase which is approved. However, the contractor shall fill all purchase orders received prior to the effective date of the price adjustments of the old contract prices.

“Across the Board” price decreases are subject to implementation at any time and shall be immediately conveyed to Virginia Tech. The contractor is further advised that price decreases which affect the price of materials, labor, and transportation are required to be passed on to Virginia Tech immediately. Failure to do so will result in action to recoup such amounts.

RENEWAL OF CONTRACT: This contract may be renewed by Virginia Tech upon written agreement of both parties for four (4) successive one year periods, under the terms of the current contract, and at a reasonable time (approximately 90 days) prior to the expiration.

SUBCONTRACTS: No portion of the work shall be subcontracted without prior written consent of Virginia Tech. In the event that the contractor desires to subcontract some part of the work specified herein, the contractor shall furnish Virginia Tech the names, qualifications and experience of their proposed subcontractors. The contractor shall, however, remain fully liable and responsible for the work to be done by his subcontractor(s) and shall assure compliance with all requirements of the contract.
ATTACHMENT B

REQUEST FOR INFORMATION: DESIGN AND CONSTRUCTION COST ESTIMATING AND SCHEDULING SERVICES

1. Is this a new contract or is there an incumbent(s)? If so, who?
   RESPONSE: New Contract

2. Is any of the work expected to require on-site personnel?
   RESPONSE: Some will, majority will not.

3. What is the SWAM % contract goal?
   RESPONSE: Goal of 50% per Governors recent order for state agencies

4. Can a company duly registered in the US but is outside the State of Virginia submit a proposal?
   RESPONSE: Yes

5. Key projects in the next 1-2 years that are high profile?
   RESPONSE: 8-9 large capital projects, lots of renovation projects and a couple projects on Northern Virginia campus.

6. Remote work or have to be on campus?
   RESPONSE: A lot of work can be done remotely. Some projects may have to be on site for.

7. If two or more contracts come from this RFP, how will the work be handed out?
   RESPONSE: Each firm could be asked to provide a proposal for the work or the Project Manager could decide to go with the more experienced firm in that line of work.

8. What is the typical turn-around time for task orders?
   RESPONSE: Depends on the project but typical time is 2-3 weeks.

9. Is there a top end dollar amount threshold?
   RESPONSE: No

10. Cash flows and outlays throughout the project?
    RESPONSE: Yes, could be asked to provide.

11. What are Virginia Tech’s pain points currently?
    RESPONSE: Not having enough resources is one of the main challenges. Also, day to day heat of battle issues.

12. Are there any IT or security issues we need to be aware of?
    RESPONSE: Not at the moment.
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<tbody>
<tr>
<td>Kim Widrig</td>
<td>VT Procurement</td>
<td>114 E Cary St. /Wenn St. Richmond Va. / Christiansburg Va.</td>
<td>PHONE: 231-8543</td>
</tr>
<tr>
<td>Daniel Rich</td>
<td>Century Eng.</td>
<td>1025 Boulder Parkway Ste.100 Richmond, VA 23235</td>
<td>PHONE: 540-577-4900</td>
</tr>
<tr>
<td>Dall Starcill</td>
<td>KCI</td>
<td>3101 Wilson Blvd Arlington, VA 22201 Suite #900</td>
<td>PHONE: 703-474-1321</td>
</tr>
<tr>
<td>Patrick Haggerty</td>
<td>AECOM</td>
<td>2015 Ayrsley Town Blvd Ste 202 Charlotte NC 28273</td>
<td>PHONE: 804.343.0409</td>
</tr>
<tr>
<td>Michael Velose</td>
<td>OCMI</td>
<td></td>
<td>EMAIL: <a href="mailto:mkvelose@ocmi.com">mkvelose@ocmi.com</a></td>
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<td>EMAIL: <a href="mailto:drich@nxl.com">drich@nxl.com</a></td>
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<td>EMAIL: <a href="mailto:dall.starcill@kci.com">dall.starcill@kci.com</a></td>
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<td>Gannon Davis</td>
<td>VT Finance</td>
<td></td>
<td>PHONE: 540-231-7514</td>
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<td>Aaron Curtiss</td>
<td>VTCCR</td>
<td></td>
<td>PHONE: 449-9148</td>
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<tr>
<td>DOUG GROLES</td>
<td>VT FACILITIES</td>
<td></td>
<td>PHONE: 231-0485</td>
</tr>
<tr>
<td>James Partridge</td>
<td>MGAC</td>
<td>730 11th St NW, Washington, DC 20001</td>
<td>PHONE: 617-852-3202</td>
</tr>
<tr>
<td>Scott Cullen</td>
<td>HANSCOMB CONSULTINZ</td>
<td>225 Reinekers Lane, # 200</td>
<td>PHONE: 703-706-0400</td>
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