



## ST. TAMMANY PARISH

MICHAEL B. COOPER  
PARISH PRESIDENT

**August 22, 2022**

Please find the following addendum to the below-mentioned RFP.

**Addendum No.:** 3

**RFQ#:** 22-4-4

**Project Name:** Engineering Services for Ozone Pines Water Distribution

**RFP Due Date:** August 30, 2022

### **GENERAL INFORMATION:**

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1. The Department of Utilities has procured the surveyor to complete the topographic and boundary surveys. The final topographic and boundary survey will be provided to the selected consultant. Therefore, the survey will not be included in the consultant's scope of work.
2. The consultant selected shall furnish a proposal within 3 business days of selection notification.

### **QUESTIONS AND ANSWERS:**

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Question 1.                      Section 1.5, "F. Project Schedule" states that the schedule must include an "estimate of total time to acquire property up to initial offer" - Is it required by the Owner for the Engineer to assist with acquiring property in order to install the new water system in Ozone Pines?

**Answer 1.**                      **NO, water distribution mains will be installed within the existing right of way.**

Question 2.                      Section 1.5, "H. Customer Service" states that "each Respondent should submit a provision for customer service, including personnel assigned, toll-free number, and account inquiry, etc." – Is the Owner requesting that the Engineer designate a "Customer Service" representative in addition to the Project Manager/Principal Engineers that would typically be responsible for customer service/communications with the Owner?



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**Answer 2.** NO, the Project manager shall serve as a customer service representative for this project. Project Manager detailed information shall be provided.

**Question 3.** Section 1.5, "I. Resumes" states that "each Respondent should submit resumes for account manager, designated customer service representatives, and any other key personnel to be assigned to this Project" – As previously stated, the Project Manager/Principal Engineer over this project would typically act as the account manager/customer service representative, is the Owner requesting that someone other than the PM/PE be designated as account manager/customer service representative?

**Answer 3.** The Project Manager will serve as the account manager/customer service representative, etc. therefore his/her detailed information shall be submitted.

**End of Addendum # 3**