

QUESTIONS AND ANSWERS
RFQ # 14-004-55
FACILITY CONDITION ASSESSMENT

We would like to request a copy of the RFP for the Shelby County Schools' Facility Condition Assessment project. Could you please email it to me at your next opportunity?

Information regarding RFQ # 14-004-55, "Facility Condition Assessment," is located on the County's website at www.shelbycountyttn.gov. Go to "Purchasing Bids" under Online Services on the home page to locate the above-described RFQ.

We are planning to submit a proposal for the RFQ#14-004-55 Facility Condition Assessment project, and I was wondering if you could direct me to where I need to go on your site to be sure we are registered with Shelby County and that we have an EOC number.

EOC documents must be fax to our EOC department at 901-222-1101, so please do not forward to Purchasing. Also, have you mailed an IRS-W9 form to Purchasing?

If you have not please mail to the following address:

Vasco A. Smith Jr., Administration Building
Purchasing Department, suite 900
160 North Main Street
Memphis, Tennessee 38103

There must be an original signature on the document copies are not acceptable.

1. Under the Project Scope Heading, the last bullet indicates a fee submittal is not required, yet the Proposal Response Sheet has a checkbox for Cost & Fees; please confirm fee submittal is not required on the 30 April submittal.
2. How many awards will the County make?
3. How will the County divide the square footage among consultants?
4. What is the County's timeline for data collection and reporting?
5. Will the County provide roof access including ladders, or man lifts?
6. Does the County have a Facility Management IT solution in place (CMMS or IWMS) where the condition assessment data will be integrated?
7. Are historical maintenance records and prior facility condition assessments available?
8. Are CAD floorplans available for each building to be assessed?
9. Approximately how many square feet of parking lots are to be assessed? Is this area included in the 20, 000, 000 square foot figure in the RFQ?

1. No fee submittal is required,
 2. More than one.
 3. To be determined.
 4. Approximately eight (8) months.
 5. No
 6. No
 7. Some building records are available.
 8. There are floor plans available for each building but not necessarily CAD.
 9. The cited figure is building square feet. All contiguous parking lots are to be assessed.
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