



Addendum #1	Request for Qualifications (RFQ) - Engineering Services 2018 Community Development Block Grant Project (CDBG)
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To: All Perspective Bidders

Date: July 31, 2020

Subject: Addendum # 1: Request for Qualifications (RFQ) - Engineering Services

In order to constitute a complete RFQ response, you must acknowledge receipt of this addendum with the Addenda Receipt Confirmation Form (included within) in the RFQ packet. Any respondent who does not acknowledge receipt of an issued addendum may not be considered for the RFQ.

Additional changes or clarifications may be warranted to this RFQ. All respondents are responsible for monitoring the Habitat for Humanity of the Charlotte Region website.

We appreciate your interest in doing business with Habitat of the Charlotte Region and look forward to receiving a response from your agency.

Item 1- Included in this package is the Debarment Certification form. This form must be completed and submitted with the RFQ packet to satisfy the proposal contents #5 requirement.

Item 2- Responses to Questions

Question: **In reference to the request for “Documentation of compliance with state and federal debarment/eligibility requirements” (#5 under Proposal Contents), could you please advise whether there is a specific form or language that we should use to document this?**

Answer: Yes. Please complete and execute the Debarment Certification form attached.

Question: **Can you advise if there have been any addendums issues to the RFQ? In particular, we wanted to ascertain whether delivery of hard copies is still preferred.**

Answer: Addendum #1 is posted. All bidders must acknowledge receipt of this addendum with the Addenda Receipt Confirmation Form.

Our offices are closed to the public due to COVID-19, for that reason, please submit your proposal electronically to Chris Barton at cbarton@habitatcltregion.org. All proposals must be received by 3:00 P.M. on August 14th, 2020 at the following email address. Proposals not received by the deadline stated above will not be considered.

Question: For the similar projects section, the RFQ asks to include the construction cost. Since this RFQ is for engineering services, should we list the engineering fee rather than the construction cost?

Answer: Yes, please list the engineering fee.

CERTIFICATE REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

The bidder, contractor, or subcontractor, as appropriate, certifies to the best of its knowledge and belief that neither it nor any of its officers, directors, or managers who will be working under the Contract, or persons or entities holding a greater than 10% equity interest in it (collectively "Principals"):

1. Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency in the United States;
2. Have within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state anti-trust or procurement statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are presently indicted for or otherwise criminally or civilly charged by a government entity, (federal, state or local) with commission of any of the offenses enumerated in paragraph 2 of this certification; and
4. Have within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award or in some instances, criminal prosecution.

I hereby certify as stated above:

(Print Name)

Signature

Title

Date

I am unable to certify to one or more the above statements. Attached is my explanation. [Check box if applicable]

(Print Name)

Signature

Title

Date

REQUIRED FORM 2 - ADDENDA RECEIPT CONFIRMATION

**REQUEST FOR QUALIFICATIONS (RFQ) - ENGINEERING SERVICES
2018 Community Development Block Grant Project (CDBG)
Habitat for Humanity of the Charlotte Region, Inc.**

Please acknowledge receipt of all addenda by including this form with your Statement of Qualifications.

ADDENDUM #: DATE ADDENDUM

I certify that this proposal complies with the General and Specific Specifications and conditions issued by the City except as clearly marked in the attached copy.

(Please Print Name)

Date

Authorized Signature

Title

Service Provider Name