



# County of Roanoke

## FINANCE DEPARTMENT PURCHASING DIVISION

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March 8, 2023

**RFP #2023-056**

**Facility Assessment WVRJA**

for

Roanoke County

### **ADDENDUM NO. 2**

#### **Answers to Questions**

Due Date & Time:

**March 14, 2023 2:00PM**  
**(Local Prevailing Time)**

**Addendum No. 2**  
**RFP 2023-056**  
**Facility Assessment WVRJA**

1. How should the response be structured to make it easier for review? Should the Evaluation Criteria A through G be the outline and order of the 25-page limit response? Then should all the attachments and forms that do not count in the page count be included after that? Do you want them in separate files or one large one?

**Answer:** You may structure your submittal any way you want. One large file.

2. Do you want all the annual reports printed in the original and 5 copies (they can be over 100 pages each) or just included on the digital removable media storage device only?

**Answer:** *Printed copies for the proposals and on the digital removal media storage device*

3. Please confirm that signed addendums and attachments do not count towards the proposal's 25-page limit.

**Answer:** They do not

4. Would the WVRJA be able to provide a complete inventory list for the items that will need to be assessed by the selected consultant?

**Answer:** *Once Awarded*

5. Will the WVRJA be able to provide access to your Manager Plus CMMS System or printouts of maintenance history for the items that will need to be assessed?

**Answer:** Yes

6. Will electronic data collection devices (tablets/smartphones) be allowed in and outside the facility to capture photos and other salient information of assets?

**Answer:** *No. Western Virginia Regional Staff will take any requested photographs and provide them to the selected consultant.*

7. Are there restrictions on the data collection/assessment equipment that may be allowed into the facility (tools, electronics, pens, etc.)?

**Answer:** *No telephones or cellular/internet connected devices will be allowed in the secure area of the Western Virginia Regional Jail.*

8. Would assessment of equipment (plumbing, lighting, etc.) inside of jail cells be required?

**Answer:** Yes

9. Is there an existing map of the utility infrastructure that supports the facility?

**Answer:** Yes

10. Would the assessment of security and safety equipment include items such as cell doors or other equipment used primarily for confinement/restriction of movement purposes?

**Answer:** Yes

11. Can the WVRJA provide some insight as to the level of detail anticipated for the assessment? For example, is the desired level of assessment visual only or would it include testing or diagnostic assessment of equipment?

**Answer:** *We anticipate some areas may be properly assessed by visual examination alone. Other areas may require more aggressive assessments including testing and diagnostic assessments.*

\*\*\*REQUIRED\*\*\*

\*\*\*Sign and return with your bid package\*\*\*

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**Sign Name:**

\_\_\_\_\_  
**Print Name:**

\_\_\_\_\_  
**Date:**

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**Company**

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