



ADDENDUM # 4

DATE: March 22, 2010

TO: All Interested Qualifiers

FROM : Janice McClelland, Assistant Purchasing Agent, City Of Knoxville

SUBJECT: Request For Qualifications: "Professional Design, Civil Engineering & Environmental Services, Pedestrian / Bicycle Bridge, Knoxville South Waterfront Redevelopment Area, TDOT Project PIN # 113061.00, Federal Project No. TCSP-9TN(2), State Project No. 47LPLM-FO-038"

QUALIFICATIONS TO BE OPENED: April 1, 2010 at 11:00 a.m., Eastern time

This addendum is published to answer questions received from potential qualifiers concerning the above stated RFQ and is now a part of the Contract Documents and modifies the original specifications as noted.

Item 1. Responses to Questions Submitted to the Purchasing Agent

Q1. Page 18 of the RFQ(Section 7.4 "Format") states, "A Table of Contents must be included in the proposal immediately after the title page." However, immediately after this statement, the following structure is required:

"Qualifications shall be structured as follows:

1. Submission Form (S-1)
2. Table of Contents
3. Qualifications
4. Form I or Form II"

Please advise if the Table of Contents should follow the title page, cover page, or Submission Form (S-1).

A1. Most submissions use Submission Form S-1 as the title/cover page. If you choose to have a separate cover page, however, put Form S-1 on top, followed by your title/cover page, then the table of contents.

Q2. Where should the Non-Collusion Affidavit Form be included in the qualification package? In which section (1-4), behind which document?

A2. Please revise the RFQ language as follows: Section 4 is re-named from "Form I or Form II" to "Required Forms." All required forms should be included in Section 4 of the submission.

Q3. Where should the Cover Letter be included in the qualification package? Should it go before or after the Table of Contents?

A3. After the Table of Contents.

Q4. Can cover, back, dividers be used? If so, do they count toward the page-limit?

A4. Tabbed dividers may be used. They do not count toward the page limit.

5. It appears that the order of items in Section 3. "Qualifications" (Entity Information and Evaluation Criteria M1-M2 and P1-P6) can be arranged in order of preference. Is this correct?

A5. Correct.

- End of Addendum #4 -