



**REQUEST FOR QUALIFICATIONS
RFQ #2026-17
AS NEEDED ENGINEERING SERVICES
JASPER COUNTY, SOUTH CAROLINA
JULY 8, 2026**

**ADDENDUM #1
QUESTIONS AND ANSWERS**

QUESTION 1 – RFQ #2026-17 - As Needed Engineering Services

Does the County have a standard Agreement template it's willing to share for review? If not, is the County amenable to the Submitter including its standard Agreement for review with its proposal

ANSWER 1 – No, the county does not have a standard agreement. Do not submit your agreement as part of the proposal.

QUESTION 2 – Could the County please confirm the address for UPS dropoffs. The RFQ states both the physical location and a PO box. Thanks,

ANSWER 2 – UPS address is 358 Third Ave Ridgeland, SC 29936

QUESTION 3 – Would the County accept a slightly smaller but still visible font for the organization chart?

ANSWER 3 – No. Print size shall be 12 pt. font minimum on 8½ by 11 paper double-sided and must include all the information required in this RFQ.

QUESTION 4 – When it comes to the submittal formatting, do you want the submittal to be formatted in line with the Evaluation Criteria or the Submittal Requirements and Formatting? Please see the two (2) formatting examples below.

Evaluation Criteria:

- A. Qualification, Abilities, and experience of Key Personnel
- B. Background, Capabilities and Experience of Firm and Subs
- C. Planning and Building Department Plan Work Approach and Experience
- D. Additional Engineering Services Work Approach and Experience
- E. Forms and Information
- F. (Submitted as Separate Document) Costs



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Submittal Requirements and Formatting:

- A. Personnel Technical Competence/Qualifications
- B. Background, Capabilities, and Experience
- C. Scope of Work Approach
 - 1. Planning and Building Department Plan Review
 - 2. Additional Engineering Services
- D. Forms and Information
- E. (Submitted as Separate Document) Costs

ANSWER 4 – Either will work.

QUESTION 5 – For plan review assignments, could you describe how the County anticipates the process will operate regarding the following:

- 1. How will review assignments be delegated to the consultant, such as direct assignment by County staff, task order, or another mechanism?
- 2. Does the County have expected review turnaround times by project type, project size, or review complexity?
- 3. How will review fees be funded and processed? For example, will reviews be paid from the County budget under the contract's hourly rates, or will they be funded by applicant-paid review fees requiring a per-project proposal and authorization before review begins?

The RFQ also states in Section V. Submittal Requirements and Formatting, third paragraph, "distinct knowledge of local sales tax programs". Will sales tax funds be used for projects?

ANSWER 5 –

- 1. A Primary Consultant will be used for plan reviews. Planning staff will contact the consultant when a review is needed. Consultant will be paid based on the company fee schedule and the number of hours to perform the work. Additional projects will be based on task orders with a defined scope of work.
- 2. Project shall be evaluated within thirty (30) days of the receipt of the application being deemed complete. Exception could be made based on complexity and input from the applicant.



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3. The applicant will provide a Review Fee in accordance with the current approved fee schedules which shall be amended from time to time. There may be cases where a proposed fee may need to be produced prior to the review taking place.
4. Sales tax funds are not expected to be used for projects.

QUESTION 6 –

1. For the requested fee schedule, what discrete project scope or timeline of services is the schedule expected to cover?
2. Is the fee schedule the same as hourly billing rates? And is our corporate rate table sufficient for the billing rates, or are you asking for the specific billing rate for each team member on our organization chart?
3. What types and sizes of projects are anticipated under this contract? For example, geotechnical and structural engineering can cover many types of projects, such as roads and buildings.

ANSWER 6 –

1. At a minimum, 2026 calendar year fee rates for all positions listed in the proposal. The county would prefer companywide fees.
2. Yes, fee schedule is the same as hourly billing rates. The Corporate rate table is sufficient for the billing rates, but we prefer to see rate for each team member on our organization chart?
3. Currently the County does not have any additional specific projects to award as part of this RFQ. Please indicate what services your firm can provide in accordance with *section IV. SCOPE OF SERVICES 2 Scope of Work B. Additional Engineering Services*. If your firm does not offer any of the services requested, please indicate that as part of the RFQ.