



Clarendon County Procurement

ADDENDUM #1 REQUEST FOR QUALIFICATIONS

Solicitation
Number

ADDENDUM #1

**2016-0401 DESIGN/BUILD CONSTRUCTION
SERVICES**

Buyer

Tamika Malone
Procurement Director

procurement@clarendoncountygov.org

PROJECT DESCRIPTION: **REQUEST FOR PROPOSALS -- 2016-0401 DESIGN/BUILD CONSTRUCTION SERVICES** TO SITE PREVIOUSLY KNOWN AS THE ALTHEA GIBSON CULTURAL ARTS MUSEUM AND COMMUNITY RESOURCE CENTER; RENOVATION CONSTRUCTION TO DEVELOP NEW COUNTY OFFICES FOR THE DEPARTMENT OF SOCIAL SERVICES (DSS), PROBATION & PAROLE; CORONER

ADDENDUM #1 – The purpose of this ADDENDUM is to **EXTEND THE DEADLINE TO RESPOND** and provide answers to technical questions.

****NEW**** **DEADLINE TO SUBMIT SEALED PROPOSALS:** Must be received by **5:00 P.M., local time, April 8, 2016**

QUESTION/ANSWER

- 1. Q:** Can as Built Drawings be provided electronically? **No** Without these documents a new design cannot be accomplished. The structural elements of the building are unknown, load bearing walls are unknown, etc. These requirements have to be satisfied prior to developing a conceptual plan and or conceptual pricing. **A:** As announced at the walk-thru meeting, the complete As Built Drawings are available for review in the Procurement Department. We are asking that you provide your firm's approach to project; essentially, this is your firm's statement of qualifications.
- 2. Q:** Please provide all CAD files from the construction of the existing building to include all exterior civil work. If new work is necessary to accommodate the design all contractors need to be privy to the existing conditions. **A:** We do not have permission to use at this time, the purpose of the on-site meeting and walk-thru was to become familiar with existing conditions. As announced at the walk-thru, As Built Drawings are available for review in the Procurement Department. *Stipulations/Requirements from original Architect of record: CAD file for the subject project, we propose a limited use agreement as list on form (AIA C106- 2013) with the terms of charging sixty percent (60%) of the original contracted **fee totaling \$62,640.00 for services** provided. Therefore, we are willing to provide limited use access to the **CAD files for \$37,584.00** *Should there be any applicable costs, such costs will be negotiated with successful Design/Build Team.
- 3. Q:** More information is needed on the existing slab for structural design. Please provide. New construction appears unavoidable based upon the minimum square foot requirements outlined in the RFP. If in fact the existing concrete pad needs to be used to achieve the minimum square foot requirements for this project a complete set of structural drawings and as-builts are necessary to have our structural engineer ensure that all code requirements can be achieved under new construction. **A:** As announced at the walk-thru meeting, the complete As Built Drawings are available for review in the Procurement Department. Additional site visits were not discouraged.
- 4. Q:** Are there any controlled access system requirements? **A:** It is anticipated there will be, to be determined during design phase. If so please identify total number and any special requirements that may be necessary for any of the three future occupants. **A:** To be determined during design phase.
- 5. Q:** Please verify there is no furniture to be included in this pricing? If furniture is to be included in pricing, please provide a basis of design as it is virtually impossible to determine what styles may be desired by the future occupants. **A:** No furniture or equipment is asked for in this scope.

6. **Q:** Please verify that morgue equipment is not in this scope and will be provided and installed by others. **A:** Neither morgue equipment, or any equipment should be included in this scope.
7. **Q:** Please verify that there is not a need for a Generator to be included in this scope. If a generator is required please outline what generator will need to be provided. Additionally, please identify where the generator will be located so pricing can be properly calculated. **A:** There will be a need for a generator; however, no equipment should be included in this scope.
8. **Q:** Please verify there is no asbestos or lead to be encountered in this project. **A:** There is not any asbestos or lead to be encountered in this project. Please see letter.
9. **Q:** Please verify if a complete building sprinkler system will be required. Code analysis cannot be determined by Design-Build teams with the information provided thus far in the RFP. **A:** To be determined during design phase.
10. **Q:** Please clarify what is to be hard priced and what is to be square foot priced. **A:** Nothing is to be hard priced at this time and square foot priced is optional. The purpose and intent for requesting a price per square foot was to allow each offeror an opportunity to provide an estimated construction cost per square foot, simply because we have the capability of figuring *estimated* amounts for budget purposes; in other words, a range of what renovations should be; therefore, it would simply be a useful tool for us. Providing an estimated construction cost per square foot is **not** mandatory and has a **zero** point value; all other rating criteria and scoring matrix remain. Clarendon County desires to seek the most qualified candidate who best demonstrates experience in the industry for this type project.

1. Prior specialized experience in similar renovation projects.	20
2. List of relevant projects including description, photographs, scope, project team members/subcontractors, project cost, and owner's contact information.	30
3. Information on delivery of previous projects on time and within budget. Provide design time (contract/actual); cost of construction (estimated/actual); problems encountered and solutions devised.	30
4. Letters of commendation or references.	10
5. Estimated Proposed Construction Cost per square foot.	0
TOTAL POSSIBLE POINTS	90

11. **Q:** At the walk through it was mentioned that minimal equipment will be included. Please provide information on what equipment is to be included broken down by type, make, model and total quantity. Or minimum specifications the equipment must meet. **A:** None
12. **Q:** Is there an existing DDC system in place for the HVAC system? If so who provided the controls? **A:** To be determined during design phase.
13. **Q:** Please verify all parking lot work is under separate contract, and not in this scope. **A:** All Parking lot work will be separate.
14. **Q:** Is any exterior work required under this scope? **A:** No
15. **Q:** Is the existing transformer of sufficient size to accommodate the additional load? Please provide specifications of the existing transformer. **A:** To be determined during design phase. As announced at the walk-thru, As Built Drawings are available for review in the Procurement Department. The successful Design/Build Team will be required to verify for final construction.
16. **Q:** What is existing building construction? CMU/PEMB? **A:** As announced at the walk-thru, As Built Drawings are available for review in the Procurement Department. The successful Design/Build Team must verify for final construction.

17. **Q:** Are there any LEED requirements? **A:** No
18. **Q:** Please verify if cubicles are in this scope of work or not. **A:** No If part of this project what are the height requirements?
19. **Q:** Will the entire existing slab be constructed as a shell building with only necessary area required for this project finished out? **A:** Yes, we look forward to proposed ideas.
20. **Q:** The RFP calls for 15,400 sf of renovation, but the building is only 14,059 sf. Is it the intent that the difference of 1,341 sf be an addition of new construction? **Yes** If so, must it be on the adjacent slab, or can it be elsewhere to perhaps better suit the design? **A:** It can be elsewhere. Again; we look forward to proposed ideas.
21. **Q:** As it appears that the project will be a mixture of renovation and new construction, must we modify the proposal form to reflect an anticipated cost per square foot for each? **A:** No; not required, should you choose to submit an estimated construction cost per square foot, it is optional and will have a zero point value.
22. **Q:** Is there is written building program, listing all of the rooms needed? **A:** Not for this building.
23. **Q:** The code analysis will need to have a change in occupancy from Assembly to Business. We assume that no structural seismic analysis will be required and no changes will need to be made since the building will have a lesser degree of hazard now. Is this true? **A:** To be determined during design phase.
24. **Q:** The building code analysis indicated type IIA construction. There was no apparent indication of how the original architect tried to achieve a 1 hour rating. How did they achieve a 1 hour rating? **A:** To be determined during design phase.
25. **Q:** There is batt insulation on the ceiling in the electrical room. Is there insulation over all the ceiling? Why is it there? The plans call for a R-30 insulation at the roof line. Was this a change? **A:** Unknown at this time and to be determined during design phase.
26. **Q:** Will the owner provide the required asbestos report to submit to DHEC? **A:** Yes
27. **Q:** We assume that the LLR registration law for architects will be followed that allow the architect to only prepare conceptual sketches for the submittal and not schematic drawings. (11.12) Is this correct? **A:** Absolutely, we are not requesting any conceptual sketches for submittal.
28. **Q:** Are there Federal requirements for this project? Page 5 alludes to Federal requirements. **A:** No
29. **Q:** To achieve the desired layout, some additional site work will be needed. Will the County require Civil engineering, soil borings and detention pond modifications? **A:** Unknown at this time and to be determined during design phase, will necessarily conform to Code and SCDHEC regulations.
30. **Q:** Will the County require Third part inspectors? **A:** Yes Is the project site in the city of Manning or in the County? **A:** County We assume that it is in the County. **A:** Correct.
31. Is this a Federal reimbursed project as made mention on Page 3, item 1 - Summary of Qualifications of the RFP? **A:** No, this will not be a federal reimbursed project.
32. **Q:** The RPF references "Civil Works Construction" and "Roadway / Civil Works Projects" on page 3: Summary of Qualifications: Provide a description and history of the firm which summarizes Proposer's experience in all aspects of **civil works construction** (reference resources, operations, planning, contract management, accounting systems, and knowledge and experience with Federally reimbursed projects). **A:** See pages 3 & 4 of solicitation; if you prepare your proposal in requested format (ITEMS 1-4); this will allow for you to provide the required reference sources.

33. **Q:** References: The reference list should demonstrate the company's work experience with **roadway / civil works projects** and identify each reference with contact name, address, and telephone number. **Q:** Is this correct? **A:** No. This was indeed an error, should be replaced with **renovation construction** rather than **roadway / civil works projects**
34. **Q:** Is a bid bond required? **A:** No Bid Bond is required when submitting your proposal.
35. **Q:** Has an asbestos survey been done on the building? **A:** We have a document confirming there is no asbestos.
36. **Q:** The proposal response references past experience with federally reimbursed projects. Are Federal funds involved in this project? **A:** No
37. **Q:** The RFP refers to some required furniture, fixtures, & equipment (FF&E). What FF&E should we consider included in the scope of this project. Is it standard stuff, like break room equipment (fridge, microwave, etc.) or is it more project specific, like equipment for the coroner's office? **A:** No
38. **Q:** Will the coroner's office only have office space or will it include space for other functions such as autopsies and morgue? If so, are there specific design parameters or requirements for those spaces? **A:** The square footage provided does include required space for morgue, additional details to be determined during design phase.
39. **Q:** Under references, the RFP asks for the resume of several people, one being the person who is responsible for "safety and claims management". Is the claims management portion applicable to this project? Would our safety director suffice? **A:** Yes, your safety director will suffice.
40. **Q:** Please provide occupancy requirements for this project. **A:** To be determined during design phase.
41. **Q:** How many private offices are necessary for each of the three using agencies? **A:** To be determined during design phase.
42. **Q:** If the original Architect is bidding this project without releasing the As-Built drawings to all parties, these would create an unfair advantage. How will this be addressed? **A:** Please see letter addressing this. Clarendon County anticipates if any fees are applicable; such fees would be incorporated and negotiated in with successful Design/Build Team; thus, original Architect does not have any advantages over anyone else submitting for this project.
43. **Q:** The model Floor is for DSS only, is this correct? **A:** Yes, that is correct. The interactive file included with the original solicitation was produced and provided by the engineering staff at DSS.
44. **NOTE FROM INITIAL ARCHITECT OF RECORD:** I told Mr. Harvin that the existing footprint is 15,000 sf. That was not correct. Our initial design was 15,000sf. There were changes in the scope after all design work was completed and we had to adjust the footprint to fit budget adjustment coupled with Owners' desires. However, after adding up the square footage of each department (per your email) the total square footage for the new building will be 15,400 square feet. This square footage is greater than the current footprint. This will require adding space to the current building. **A:** Yes, we anticipate the need for additional space to the existing building. Thank you for the clarification on initial footprint design of building, I will share that information with the County Engineer. *See Page 5 of this ADDENDUM

Below are the anticipated programming space requirements for each Department.

PROBATION&PAROLE

<u>SPACE</u>	<u>SQ.FEET</u>
Waiting	156
Administrative Assistant	188
Meeting	168
Toilet	44
Toilet	44
Agent Office	120
Agent Office	120
Agent in charge	
Photography Area	
Work/Copy	
Storage	
PROGRAMMED TOTAL	1284
Gross Area	861
GRAND TOTAL	2,145

CORONER

<u>SPACE</u>	<u>SQUARE FEET</u>
Waiting	140
Administrative Assistant	180
Coroner	156
Deputy Coroner	120
Toilet	44
Morgue/Viewing	305
Storage	25
	168
	66
	140
	70
PROGRAMMED TOTAL	970
Gross Area	405
GRAND TOTAL	1,375

DSS

<u>SPACE</u>	<u>SQUARE FEET</u>
Waiting	11,437

*Reduced the cubicles by 8, reduced the men's toilet fixtures ,took out the executive toilet and coffee

DSS	11,437
Parole and Probation	2,145
Coroner	<u>1,375</u>
	14,957 TOTAL