

January 22, 2019

TO: ALL OFFERERS

FROM: Hud Athey
Supervisor of Transportation and Operations

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL – SUS191370-CONST_FSB
Facilities & Related Systems Condition Evaluation & Feasibility Study/Report
ADDENDUM #4

Final RFP Questions

1. Cost estimates of bringing each structure, facility, and all systems up to current, energy, safety, security, accessibility, educational, environmental and vocational standards.
- Does such request entail a detailed code assessment or identification of code violations as part of a visual condition assessment? Does this include an Educational Adequacy assessment?

The assessment needs to be specific so items needing to be brought up to code can be identified and documented for inclusion in any request for need(s).

This would also include an educational adequacy assessment for current programmatic offerings (providing for current programs and curricula).

2. Develop cost estimate for entrance modifications so that all visitors are funneled through a secure entrance to office.
- How large of a change is STSD willing to undergo to allow for such a requirement? Would the main office be willing to relocate to a different section of the building? Would moving the security station into cafeteria entrance area eliminate some of the security concerns?

We are willing to entertain any/all recommendations to best accommodate the needs of all stakeholders.

3. Develop cost estimates for traffic flow and parking lot modifications...
- Could the Sussex Technical High provide the bidders with the current traffic patterns so appropriate adjustments may be created? Is a traffic study anticipated for this effort or just a modification to the existing traffic pattern?

All areas are currently open to two-way travel except for the access road in front of the high school, which is restricted to one-way travel east-to-west.

We are not anticipating a traffic study but are looking to maximize efficiency of movement and safety on campus.

4. Does the district want the Vendor to perform an inventory and condition assessment on utilities, pavement, sidewalk, curbs and parking lots as a part of “site improvements”?

Yes

5. Identify code compliance, accessibility and system coordination issues requiring immediate attention.

-Does this mean the district would like an in-depth assessment based on codes or is the district looking for some code compliance issues noted as a part of visual condition assessment? Does this include an ADA accessibility assessment? If so, what tier of assessment is expected for this effort? Does this include a security assessment as well?

All code assessments, including security, should be to the most current and restrictive pertinent code for a public educational facility.

6. Identify potential energy conservation opportunities.

-Is STSD requesting an ASHRAE Level I or II or III energy audit, or just an identification of energy conservation measures during the visual condition assessment?

An ASHRAE level II audit is requested.

7. Does the STSD have a dedicated Computerized Maintenance Management System (CMMS) or Capital Asset Management System for maintaining assets?

No

8. Does the condition assessment inventory need to be collected and maintained in a particular classification system such as ASTM Unifomat II?

Yes, a standardized system compatible to and utilized in school construction within the State of Delaware should be used.

9. Is it desired to collect equipment nameplate data as part of the condition assessment?

Yes, nameplate data would need to be collected to assist in identifying specific areas/systems needing attention.

10. Will meetings with educators and/or community be required or recommended to “programmatically” evaluate the educational needs of the school specific to Sussex Tech? These needs would be above and beyond the “deferred maintenance” or existing physical deficiencies of the building.

No meetings with educators or the public would be required at this time. The programmatic/educational needs will be based on the current offerings and corresponding current standards for any/all such programs.

11. Can we assume when we do our facility assessment that furnishings (furniture, desks, etc.) are not included in the assessment?

Furnishings are not to be included in the assessment.

12. As part of the assessment of the structures and site are you requesting that we do any testing for hazardous materials, or geotechnical borings. If so please state what testing you would like the successful firm to do.

No borings are specified. The successful firm may use the up-to-date AHERA manual and storage tank maps for reference regarding hazardous materials to satisfy this requirement.

13. On page 14 of the RFP you list criteria for selection. The last criteria reads “Potential income projection, substantiated by prior project management of similar scope and content”. Can you please expand on this criteria? We are not sure what is meant.

This criteria serves to illustrate a firm’s solvency and ability to manage and complete the scope of work.

14. Page 40 of the RFP indicates that 3 copies of the proposal are required for submission and one original. We are assuming that there is a total of 3 copies submitted, one of those 3 is an original signed copy. Or do you want 3 copies and one original?

We are requesting 4 (four) total copies: 1 signed original and 3 additional copies.

15. Page 4, Item B.7 – Distribution of work to individuals and firms or economic considerations. Do you want to see a list of our current projects, or do you want to see the individuals that we are proposing to work on this project. What is meant by “or economic considerations.”

Yes, a description of similar past/current projects and subcontractors used, as well as those subcontractors you intend to use for this project, is requested.

The “economic considerations” revolves around your firm’s ability to complete the project with/without subcontractors while remaining solvent.

16. I did not see a requirement anywhere in the RFP for any minority participation requirements. Can you confirm that there are no minority participation requirements. If there are minority participation goals, please state them.

There are no additional minority participation requirements.

17. Will the firm that is successful in obtaining this contract to do the condition evaluation and feasibility study, be excluded from participating in the design of the new (or renovated/improved) facility if and when that is advertised.

The District is not looking to restrict any participation in the design of any new or renovated facility.

18. Addendum #2, on page two, there is a sentence that reads “All assessment work is expected to be done during normal building availability.....”. Can you please define what is meant by “normal building availability”. Can you list the hours and days that will be available for field investigation?

Normal building availability would be Monday – Friday, 6:00 AM – 10:00 PM excluding inclement weather, holiday, or other required closures. It is possible to make arrangements for access during weekend/holiday time periods if deemed necessary.

19. Would it be possible to meet Superintendent Guthrie?

Yes, Please contact Bobbi Albright to schedule an appointment if so desired.

All other terms and conditions remain the same.

If you have any questions, please contact me at 302-856-2548 or hud.athey@sussexvt.k12.de.us.