

Request for Proposals:

ARCHITECTURAL AND ENGINEERING SERVICES FOR THE EXPANSION OF FIRE STATION NO. 1 AND THE CONCEPTUAL DESIGN OF THE SANTA MARIA FIRE DEPARTMENT'S NEW PUBLIC SAFETY TRAINING CENTER – Addendum No. 3

CITY OF SANTA MARIA



REQUEST FOR PROPOSALS

ARCHITECTURAL AND ENGINEERING SERVICES FOR THE EXPANSION OF FIRE STATION NO. 1 AND THE CONCEPTUAL DESIGN OF THE SANTA MARIA FIRE DEPARTMENT'S NEW PUBLIC SAFETY TRAINING CENTER

ADDENDUM NO. 3

**ITEM NO. 1 - IDENTIFIED AS ADDENDUM NO. - 3 - DATED 10/22/2021:
REQUESTS FOR INFORMATION: Questions and Answers**

ISSUED ON OCTOBER 22, 2021

Issuing Office:

City of Santa Maria
Public Works – Engineering Division
110 S. Pine Street, Suite 101
Santa Maria, CA 93458

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ARCHITECTURAL AND ENGINEERING SERVICES FOR THE EXPANSION OF FIRE STATION NO. 1 AND THE CONCEPTUAL DESIGN OF THE SANTA MARIA FIRE DEPARTMENT'S NEW PUBLIC SAFETY TRAINING CENTER – Addendum No. 3

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REQUESTS FOR INFORMATION: Questions and Answers

1. Are the existing floor plans of Fire Station No. 1 available for viewing?

ANSWER: The plans have been provided and can be found on the City's website at: <https://www.cityofsantamaria.org/home/showdocument?id=29016>

2. Can we get the address of the potential training site?

ANSWER: The site of the training center has not been determined yet. Part of the scope of work is to determine space/access needs so that a potential site can be identified.

3. Is there a current geotechnical report for the project site or should we include those services under the design proposal?

ANSWER: There is not a current geotechnical report for the project site, so those services should be included in the proposal.

4. Is there a current survey of the site that includes any changes made since the project was constructed or should we include those services under the design proposal?

ANSWER: There is not current survey data for the project site, so those services should be included in the proposal.

5. It appears that the work for Fire Station 1 is primarily an expansion with some light TI work within the footprint - would this be a correct assessment?

ANSWER: Correct

6. Under the scope of work for the fire station it indicates hazardous material testing - are there any known or suspected areas of hazardous materials in the building construction that would facilitate the need for hazardous materials mitigation?

ANSWER: The City is not aware of any hazardous materials that could be exposed during construction in the existing Fire Station No 1, however, the City is asking the architect to address the potential for these concerns and necessary protocol to meet all local, state, and federal laws in their scope of work / special provisions / plans for the construction. The plans provided should have details on materials used in the existing structure. Please follow industry standards in preparing scope for addressing these concerns.

7. For the Training Center scope under Phase II it states multiple conceptual designs may be proposed based on potential land use requirements. Is there an idea as to how many different sites the City may be looking at so that we may adjust time and effort accordingly?

ANSWER: The City has not identified any potential locations for the training site and may have to entertain purchasing property depending on the findings of the conceptual design process. At this time, land use should not be a limiting factor on coming up with the optimal vision for the training center.

8. Section 2.1 states; "additional services may include assistance during construction." Are we to assume this is standard Construction Administration Services, or is there another intent, please clarify. Also as it states "may", we are to assume this item should be provided as an additional services option to be provided as a separate line item and the City will have the option to select if they so choose?

ANSWER: Additional services during construction include construction administration services typically at the beginning of construction (pre-construction meeting, submittal review, RFI's review and response, etc.). Yes, this should be provided as a separate line item in the cost proposal as an option.

9. Section 2.2 indicates design start January 2022 and are completed June 2022. Is this the intended schedule for the Station 1 Expansion or the Training Facility or Both? If June 2022 is the intended design completion for the expansion project, is that assuming 100% construction documents and it will be submitted for agency review at that time?

ANSWER: Since the funds are budgeted in FY 21/22 which ends in June 2022, the intent is to have both tasks completed by June 30, 2022. Completion of the design of the expansion of FS#1 would include 100% construction documents, full PS&E. It will be submitted when complete, and if changes are required through the Building and Planning review process, then the City may exercise to utilize the contract for completing those changes or amend the contract to add scope. Consultant is encouraged to provide these services under Construction Admin services proposal amount.

10. Section 2.3.1, is the Architect intended to be responsible for testing and remediation of hazardous materials?

ANSWER: Architect is to prepare plan for testing and remediation of any hazardous materials as required by all federal, state, and local laws. The City will facilitate procurement of the testing and remediation separate from this contract.

11. What about additional testing requirements; soils, etc. Are those intended to be under the Architect's responsibility or the City's?

ANSWER: Geotechnical and any other testing required should be covered by scope of services provided by Architect. It is advised that all of these services be labeled in the cost proposal separately so that City may decide to proceed with proposed services or utilize other agreements with existing on-call consultants.

12. Does the City want a budget estimate at the end of Phase 1 for the Training Center Task?

ANSWER: Yes, the City would like full PS&E (Plans, Specifications, and Estimate) for the Fire Station 1 Expansion Task. For the training center, the City would like a preliminary cost estimate prepared for the conceptual design(s) prepared.

13. For Phase 2 in section 2.3.2 under the Training Center Task, how many conceptual designs should we include in our cost proposal?

ANSWER: The City does not have a set number of conceptual designs required for this task. It is up to the consultant to be creative and present their concepts in the way they see fit whether through multiple designs or iterations of one design. These details are not easily answered at this point and will probably be best after consultant has gathered the information for the needs assessment.

14. In any of the Design phases are there any design presentations that the Architect's team would be expected to make for a Review Board or City Staff? If so, how many and at which phases?

ANSWER: For Fire Station No 1 Expansion, would like several ideas or concepts presented to the FD team based on the needs assessment conducted between the Architects and City staff. No public meetings or workshops are anticipated for this project since it is not changing in use or construction of a brand-new facility. Regarding the Training Center, the architect will be working with a stakeholder group (Fire, Police, Rangers, Emergency Responders, etc.) presenting at the various phases of conceptual design. It is also expected that the architect will present at 2 public workshops (informal and towards the beginning) and 2 public meetings (Planning Commission or City Council towards the end).

15. In section 2.3.3 phase III; it indicates various tasks such as RFI review and submittal review that are typical for construction administration services, in section 2.1 however it appears to indicate these may be additional services as assistance during construction. Please clarify as to what scope the city would like to see as the standard services to be provided and what if any would be additional assistance and if the City's desire is to have Construction Administration separated in the fee proposal.

ANSWER: Construction Administration services should be listed separate in the fee proposal. These services are listed in Section 2.3.3. Section 2.1 "assistance during construction" refers to the services in Section 2.3.3.

16. Under section 2.11 cost proposals are to be submitted in a separate sealed envelope, where do we place team resumes as they do not count towards the page limit, but they are listed in the format? Should these be in an Appendix, Section F. that would not be part of the page count?

ANSWER: Full CV and resumes may be placed in an appendix so as to not be counted towards the page limit of the proposal. However, key staff and a short summary of each person should be identified in the body of the proposal.

17. We typically include proposal covers (front and back) as well as divider tabs between each section per the City's format to make finding information faster and easier, will those be allowed and if so are they also excluded from the page limit?

ANSWER: Dividers, covers, title or separator pages will not be included in the page limit.

18. What is the project budget for the Fire Station 1 expansion?

ANSWER: Only design has been budgeted at this point. The needs assessment and meetings with FD staff will be used to develop scope and provide context for probable costs so that City staff can decide what will be included in design. The funding for the improvements will be requested once a preliminary engineering cost estimate has been developed.

19. What is the anticipated square footage of the additional expansion to Fire Station 1?

ANSWER: FD staff has indicated that there is a range between 3,000 and 6,000 sf to work with. The station drawings available on-line have a shadow footprint that is approximately 5,000 sf.

20. Is the end build-out of the station apparatus bay intended to have a total of (2) full bays and (1) pickup truck bay? Or is that to be in addition to the (3) existing apparatus bays?

ANSWER: *The addition would not impact the existing structure's capacity. This project would add capacity to station in addition to the 3 existing apparatus bays.*

21. Is the City expecting input from the design team on site parameters for the Training Facility in order to use for site selection and evaluation? Does the City want assistance with site selection for the training center as part of this scope?

ANSWER: *The City will welcome input from the design team on site parameters for use in site selection criteria and evaluation. The City welcomes any and all creative ideas for ways to assist in making the Training Center a reality. Site selection assistance may be an important part of that scope.*

22. Is there an established budget?

ANSWER: *See answer to Question 18.*

23. Has funding for the projects been secured?

ANSWER: *At this time, funding for the design of the FS No.1 improvements and for the conceptual design of the Training Center are in place. No funding for construction has been programmed at this point.*

24. If we wish to propose any modifications to the agreement attached to the RFQ, should those modifications be included in our submittal, or can we wait & disclose them upon award?

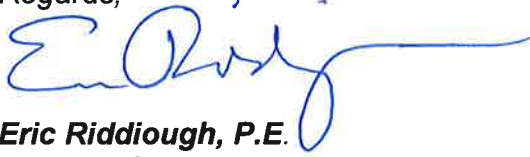
ANSWER: *The contract language is very similar to what would be found with other local agencies in the area. The City Attorney's office rarely accepts language changes on agreements, but it is possible during negotiations. It is up to the proposers whether they communicate those in their proposal or wait until negotiations and a selection has been made. If proposers have significant concerns with language that would preclude them from entering into an agreement with the City, then that should be weighed by the consultant prior to submitting their proposal.*

25. The sample agreement does not include a Standard of Care. Can Standard of Care language be inserted into the agreement during negotiations?

ANSWER: *See answer to Question 24.*

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Regards,



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