



Addendum #01 for RFP# 947300-01

Project Name: Hoover Print Shop Expansion, Printing Services Design

DAS RFP #: 947300-01

DAS Project #: 9473.00

Date: May 19, 2025

Addendum #01:

This addendum is issued to modify, clarify, or amend the original Request for Proposal. The Contractor shall be responsible for incorporating items in this Addendum to the Work. The following shall take precedence over anything to the contrary in the Drawings or Specifications. **This addendum shall also supersede any previous addenda.**

This Addendum consists of:

1. General Items

- A. Questions and Answers / Addendum Pages
- B. Pre-Proposal Conference Clarifications

2. Questions and Answers:

1) In the RFP, section 1.2, it states that time is of the essence. Is there more information that can be provided for when the project needs to be completed by, if a hard date or approximate timeline has been determined?

- A) A final construction deadline has not been established. The intent of this contract is to identify layout and space requirements necessary for existing and future equipment. Construction would immediately follow the completion of CD level design documents. Expectations are to have construction begin fall/winter 2025, pending negotiation with selected designer and construction bidding.

2) In the RFP, section 1.3, most of the subsections seem appropriate for creation of schematic design documents and cost opinion. The following questions are to verify intent on some of the statements, that appear to conflict with the RFP intent for phasing.

In subsection 1.3.13, the sentence states to provide quality control during Design, Preconstruction and Construction. Can it be clarified if it is the intent of DAS to have the design team provide cost for this schematic design phase fee, for quality control during preconstruction and construction?

- A) Remove "Preconstruction and Construction" from item 1.3.13. The intent of this solicitation is to cover Schematic Design.

3) In subsection 1.3.17, the sentence states that the fees associated with the Bureau are the responsibility of the designer. Can it be clarified if it is the intent of DAS to have the design team provide cost for these fees for this schematic design phase?

A) It is not the intent to include DIAL Code review in this proposal. This section will be included in future work to be negotiated with the designer.

4) In subsection 1.3.19, the sentence states cost opinions provided by the design professional during design (at 50% SD and 100% SD). It then states "a Final Estimate for construction included with bid documents..." Can it be clarified if it is the intent of DAS to issue the schematic design drawings as construction bid documents?

A) Schematic design documents will not be released for construction bidding. We are expecting a cost opinion at the 100% SD level.

5) In subsections 1.3.20 through 1.3.25, these sections note the requirements to provide Construction drawings, specifications, bid alternatives, bid package development, assistance in obtaining bids, construction administration, construction progress meetings, and field observation reports. Can it be clarified if it is the intent of DAS to have the design team provide cost in their proposed fee at this time since subsection 1.3.28 states that the future work beyond schematic design will be negotiated?

A) We do not intend to include costs for Construction Administration in this proposal. This portion of work will be negotiated at a later date.

6) In subsection 1.3.27, the last paragraph states "In addition to the lump sum pricing, the Department requests a unit price per construction inspection visit. This unit price will be additive or deductive based on the number of actual visits made." Can it be clarified if it is the intent of the DAS to have the design team provide a cost in their proposed fee at this time, for the cost of construction inspection visits?

A) A unit cost for construction inspection visit is not needed at this time. This will be negotiated at a later date.

3. Pre Proposal Conference Clarifications:

- PDF map of existing space attached.
- Clean-agent FM-200 fire suppression system is currently installed in the printer room. The designer is to consider the cost benefit analysis of extending the system if recommended.
- Keeping a divided system between the Office/Graphic Design areas, and production facilities is desired.
- Printer room to have four computer workstations to account for in the printing room.
- A lockable room is required to be available for confidential documents.
- Storage areas for pallets of paper and envelopes are required, expected to increase need for storage above what was observed at the pre-proposal conference. (about 12 additional pallets)
- Construction for this project is to proceed with minimal interruptions to service. At a minimum the following equipment must remain available to operate;
 - 1 MICR printer (required to be operational 10:00pm Sunday through 12:30am Saturday)
 - 1 Inserter (5:00am-4:30pm required to be operational)

