



PURCHASING AND CONTRACTING OFFICE

Camp Dodge – Building 3465
7105 NW 70th Avenue
Johnston, Iowa 50131-1824



NGIA-SCO

11 Apr 23

MEMORANDUM FOR: ALL BIDDERS

SUBJECT: Addendum to RFP – RFP582JB2023-01 Selection of A/E Design Firm – Sioux City and Waterloo Field Maintenance Shop Design Services

ADDENDUM # 2

1. Acknowledgement of all Addenda

As outlined in Section 4.2.1 Firm must acknowledge all addenda issued (e.g. 'Acknowledgement of 2 Addenda) for the RFP in their Letter of Transmittal, included with the Proposal.

2. Questions & Answers

The Department of Public Defense has received the following questions and requests for clarification by the due date and time listed in the Request for Proposal:

#	Question	Answer
1	Is it possible to receive an aerial map of the project site or a description of the area to include acreage?	An aerial map will be provided to the selected Firm. Each site is flat, contiguous with the existing site, and 25+ acres.
2	Does a Certificate of Liability Insurance need to be provided with the proposal or does this occur after NTP?	The Certificate of Insurance is not due until after the contract has been fully executed and the Notice to Proceed has been issued.
3	May we use 11x17 size pages instead of 8.5x11? If yes, will an 11x17 size page be counted as one page or two pages?	Proposal should be submitted in 8.5x11 format. 11x17 pages will be counted as 2 pages.
4	Should a Table of Contents be provided before the Letter of Transmittal? If yes, will the Table of Contents count against the 75-page limitation?	Transmittal Letter first, followed by Table of Contents. Neither of these items will count towards the 75-page limitation.
5	Does Attachment 1 (Form 22 – Request for Confidentiality) count against the 75-page limitation?	No - this form does not count against the 75-page limitation.
6	Does the Company Information regarding Organizational Stability and Financial Strength count against the 75-page limitation?	Yes - the only documents <u>not counted</u> against the 75-page limit are: - Cover page - Dividers - Resumes of key individuals (or Section E SF330) - Transmittal Letter - Table of Contents - Form 22

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7	Does the Cost Proposal count against the 75-page limitation?	Yes
8	Does the Standard Form 330 – Part I (Sections A-D) count against the 75-page limitation?	Yes
9	Does the Standard Form 330 – Part I (Section F) count against the 75-page limitation?	Yes
10	Does the Standard Form 330 – Part I (Section G) count against the 75-page limitation?	Yes
11	Does the Standard Form 330 – Part II count against the 75-page limitation?	Yes
12	Can you confirm we'll include cost estimating at phases 10%, 30%, 60% and 90% and NGB review (and required review periods) at 30%, 60%, 90% and 100% – all per Exhibit B	Cost estimates and NGB Review will be required at 30%, 60%, and 90%.
13	Is there a defined area for the new facility to the south of the existing site? Is there an acreage size known? They will need this information to determine their fee to perform a boundary and topo map.	See response to Question 1
14	Are there existing site utility maps available? If so, could you please include in the addendum?	Utility maps will be provided to the selected Firm.
15	Where will the review meetings take place? Some Camp Dodge, some virtual and some at the facility?	This will vary - virtual meetings will be acceptable for certain meetings; generally, in person is preferred.
16	Paragraph 3.3.3.3.b states designer will pay local municipality fees. Do any entities besides the State Fire Marshall require review / permits?	No
17	Is an ALTA Survey required for the project?	No
18	To determine the scope of the topographical survey, how many acres is the project site?	See response to Question 1
19	Can a site plan be provided showing where the existing facility is located and where the new facility is sited?	See response to Question 1
20	Are there any Site Environmental concerns or effort needed as part of the design?	No

END OF ADDENDUM