

Purchasing

Kelly S. Dixon, CPPO, CPPB
Procurement Manager



10459 Courthouse Dr, Suite 201 • King George, VA • Telephone (540) 775-1657 • Fax (540) 775-7692

July 24, 2009

ADDENDUM #1 **RFP 07302009-1400**

ASSESSMENT OF RALPH BUNCHE SCHOOL AND MAINTENANCE BUILDING

This Addendum #1 is issued to provide answers to questions, and requests for confirmation/clarification received to date.

Q1: For submission of a schedule can the start date be assumed to be approximately 30 days after submission of the proposal to King George? As this will be a factor in the award decision an owner start date would help establish the schedule.

A1: *Consultant shall use days from the receipt of a Notice to Proceed to develop a schedule.*

Q2: Reference is made to RCS (Roof Consulting Services) in the RFP, is this a owner supplied consultant or will they be part of the submitting entities team?

A2: *RCS is an owner supplied consultant*

Q3 Overall suitability of the facility for “public use” can have varying degrees of implication for electrical service, mechanical loads and occupancy requirements. This will dramatically affect the assessment of the facility for usability and as such is there a range of uses that King George can offer for consideration (i.e. emergency response facility, recreation center, library, government center)?

A3: *King George County has not made any decisions regarding the future use of the facility. The range of uses will be developed with the selected consultant.*

Q4: Is it recommended to include a consultant to maintain the school’s historical value?

A4: *Yes, the building’s historical value should be maintained.*

Q5: Does the county have a Capital Asset Management System (CAMS) that the report information should be integrated into, or should/can the report be in a format that would support a future CAMS.

A5: *No, there is no need for the report to be in a format that would support a future CAMS.*

- Q6: Can the county define which parts of the building fall under the historical landmark status? There are two buildings and the main building has three sections that were constructed at different times.
- A6: At this time, the County is uncertain which parts fall under the historical landmark status. That can be defined during the assessment by the selected consultant**
- Q7: Are responding firms to add a roofing consultant, or strictly give suggestions to RCS? Same applies to asbestos assessment and removal.
Can the county clarify the statement on page 3 within 1.3 "Scope of Work" – "Provide recommendations for assessment of the roof by RCS (Roof Consulting Services.)" and also the next statement "Provide recommendations for additional lead/asbestos assessment."
- A7: RCS will be performing the roof assessment under a County contract. The selected consultant will review the report and provide any comments they may have. The consultant is to provide recommendations relating to whether there is a need for additional lead and asbestos evaluations.**
- Q8: You mention the assessment be visual only, however it seems a Civil Engineer should be added to locate the septic lines. Also with your 2,000 gallon storage tank for oil on the grounds, do we need to soil test for leakage?
- A8: There are no records regarding the existing septic system; the County will work with the selected consultant to locate and evaluate the condition of the existing septic system. Public sewer is not currently available to this site. The County has pumped out the liquid from the existing underground fuel tank, and will take responsibility for its removal (including soil tests).**
- Q9: Are security systems to be included in the study?
- A9: No, the design of security systems will not be part of the scope of work. The County will be interested in the selected consultant's thoughts relating to security of the building.**
- Q10: When was the last assessment done?
- A10: The last assessment was performed in 1995 by Hayes, Seay, Mattern and Mattern.**
- Q11: What type of assessment is referred to for #10?
- A11: The last assessment is included with the RFP.**
- Q12: Preparation of initial response: Do you have a preference of font size? Is there a limit on number of pages?
- A12: Preferred font size: 12. Responses are to be concise, and address all points/requirements of the RFP, a page limit has not been set.**

Q13: Is it possible to submit an annotated proposal which would combine the consultant efforts for both Ralph Bunche and the Potomac Elementary School.

A13: No. Separate responses for each RFP are required.

Q14: What, if any budget has been proposed by the KGC for this assessment?

A14: The approved County CIP includes A/E funding in the amount of \$50,000 for all Condition Assessment costs associated with this project, including roof assessment and lead/asbestos assessment.

Clarification/Confirmation

C1: Section 1.3 Scope of Work, F. Site including parking, walkways, fencing, entrance, landscaping, signage, and utilities: The Site is limited to the developed areas adjacent to the existing two buildings and related improvements.

The total site area of approximately 33 acres is not to be included in the study. The recreation fields observed at the rear of the property are not included in the scope of work.

C2: ***The Owner requests that the underground utilities, including water well, septic and sewer fields be assessed as part of the scope of services.***

C3: Currently, neither public water nor public sewer services are available at the site.

Such services are not scheduled in the near future.

C4: ***The County Board of Supervisors views this phase of the project as a priority which needs to be initiated and completed as soon as possible.***

C5: ***The approved County CIP includes A/E funding in the amount of \$50,000 for all Condition Assessment costs associated with this project, including roof assessment and lead/asbestos assessment.***

C6: ***Separate funding for A/E services for the next phase to implement the recommendations for repair work identified in the assessment report will be determined. The A/E firm selected to perform the assessment work will not be excluded from the RFP process of future phases.***

C7: The Ralph Bunche School is listed on the National Register of Historic Places and Virginia Landmark Register.

King George County will provide the school background and confirm the impact of the registration on the project and the scope of services.

- C8: *The agreed upon Scope of Services with the selected consultant may include recommendations for one or more scenarios for building repairs.*
- C9: *The agreed upon Scope of Services with the selected consultant may include recommendations for one or more different scenarios for re-use of the building.*
- C10: **Section, 1.3 A Project Description:** *The County will request the selected consultant to provide recommendations relating to the need for a lead/asbestos assessment; such assessment, if determined to be required, will be performed by the County under a separate contract. The County will provide file documentation on previous testing and abatement history, if available.*
- C11: *In Section, 1.3 A Project Description: The Roofing Consulting services will be performed by the County. The County will provide file documentation on roofing history, if available.*

Please acknowledge receipt of this addendum by signature below and inclusion in your proposal submission.

Kelly S. Dixon, CPPO, CPPB

Kelly S. Dixon, CPPO, CPPB
King George County Procurement Manager

I acknowledge receipt of Addendum #1

Signature

Name of firm represented