



ADDENDA NO. 1

This addendum consists of 3 pages + plan sets

TO: All Proposal Packet Holders

FROM: City of Kenai Public Works Department

DATE: December 1, 2021

SUBJECT: Request for Proposals – Professional Architectural, Mechanical & Electrical Engineering Services for the Kenai Recreation Center Improvements

DUE DATE: *December 10, 2021, by no later than 4:00 PM*

Bidders must acknowledge receipt of this Addendum in the appropriate place on the Bid Form. Failure to do so may result in the disqualification or rejection of the bid.

Note: Information in this addendum takes precedence over original information. All other provisions of the document remain unchanged.

RESPONSES TO PROPOSER QUESTIONS

01-01 Instructions to Bidders, page 14, Section 4.5 second to last sentence indicates the fee schedule shall not be used in evaluations. Page 14, 5.1 first paragraph indicates the City reserves the right to Award a contract solely on the written proposal, Page 15, Section 5.2 Criteria indicates 25% of the score is "Cost". Please explain how Cost will be determined from the submitted hourly rate schedule which may include rates for personnel that may or may not work on the project depending on the final SOW determined by available funding?

Proposers shall provide a cost on company letterhead to provide the services as described within the Scope of Work. Costs shall be separated by activity, i.e. Facility Code Analysis, Roof Replacement, HVAC Improvements. Costs shall be accompanied by a list of anticipated hours by discipline to accomplish the Scope of Work. Fees associated with Construction Admin Services will not be required at this time. This total cost is what will be used when calculating the score for the Cost Category. Points will be calculated by lowest cost divided by proposed cost multiplied by total possible points. The Fee schedule will indicate hourly rates for all disciplines and will only be utilized if changes in scope occur. The available overall initial budget is currently \$1,100,000.

01-02 Is there any existing information on Hazardous Materials sampling of interior finishes and the roof of this facility?

We do not have a Hazardous Materials report available at this time. Based on the age of the facility we are not anticipating the presence of hazardous materials.

01-03 When was the facility built? Has it had any significant building additions? If so, when were they completed?

Building was built in 1981. Plan sets are attached and include a hallway addition as well as entry remodel.

01-04 Can we tour the interior of this facility at the time of the Pre-Proposal Meeting?

Site visits can be arranged through the Public Works Department by contacting Scott Curtin at scurtin@kenai.city.

01-05 Has this facility had any recent energy conservation improvements of the interior and exterior lighting systems and controls?

No.

01-06 There is a discrepancy in how the Fee Schedule is scored or evaluated. Its stated that the fee will not be used in the evaluation, but later cost is identified as 25% of the scoring criteria. Could this be clarified?

See Response to Question 01-01

01-07 Have any hazardous material assessments been completed for the facility? How do you want any abatement handled for the response, can this be an exclusion?

No assessments are available at this time. Please exclude at this time.

01-08 Should formal cost estimation be added to scope of services? Something beyond an engineer's estimate?

No formal cost estimation services shall be required. Engineer's estimate shall be provided to assist Owner with the drafting of legislation.

01-09 Is there an existing roof access hatch?

No existing roof hatch currently exists. Provisions for a new hatch in a location to be determined shall be included. Bilco brand unit and ladder shall be basis of design.

ATTACHMENTS

Original Architectural Drawings for the facility

Additional remodel plan sets

End of Addendum 1