



ADDENDA NO. 2

This addenda consists of 3 pages

TO: All Proposal Packet Holders

FROM: City of Kenai Public Works Department

DATE: August 10, 2022

SUBJECT: Request for Proposals – Professional Mechanical & Electrical Engineering Services for the Kenai Municipal Airport (KMA) Operations Building HVAC Controls Upgrade & Boiler Replacement

DUE DATE: *August 16, 2022, by no later than 5:00 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.

A. Plan Holder Questions

1. Are PDF as-builts available? CAD files provided have mechanical content however the architectural background is missing.

Response: PDF as-builts are not available at this time. The city does have a full set of CAD drawings that will be made available to the successful proposer.

2. The Bids and RFPs solicitation web page notes "***Photos and CAD available for registered firms only due to security concerns." Please confirm that firms registered for the plan holders list will receive any photos and CAD documents for the project.

Response: Confirmed.

3. In section 2.6 Proposal Submission is this statement: "along with one (1) copy of the Firm's Fee schedule for each discipline in a separate sealed envelope." Please clarify what is intended by "for each discipline".

Response: This is a general statement for anticipated disciplines that may be needed in the completion of the project. As example, Civil, Structural, Mechanical, Electrical. This project as described requires Mechanical, Electrical, Controls type professional services, possibly structural for boiler housekeeping pad.

4. Concerning section 2.6 Proposal Submission, is it possible to submit proposals and fee schedules electronically? For example, one email could contain a PDF file of the proposal and also contain a separate PDF of the fee schedule.

Response: For purposes of this proposal emailed submissions for both proposal and fee schedule will be acceptable. Please provide a separate pdf for each one within a single email will be fine.

5. In section 3.3 Boiler Replacement is this statement: "Additional photos attached to this RFP for reference." No photos were attached. Please clarify.

Response: See photos available for download at <https://www.kenai.city/publicworks/page/professional-mech-elec-engineering-services-kenai-municipal-airport-kma-operations>

6. Please confirm that the following documents are to be submitted at time of contract negotiations:

- Tax Compliance Certification
- Non-Collusion Affidavit
- Alaska Business License
- State of Alaska Occupational License
- Certificate of Liability Insurance

Response: Confirmed for all with the exception of the tax compliance form which shall be completed by the successful proposer only at time of contract.

7. Section 3 includes requirements for 35%, 65%, and 100% construction documents. Section 3.4.3 references 95% construction documents. Please confirm if a fourth design phase, 95%, should be included.

Response: Confirmed. The 95% design set is what is used to route through City Hall for approval to advertise. We would anticipate very little changes between 95 and 100.

8. Section 3.4.3 requires 95% construction documents to be delivered within 90 days of NTP. Will additional schedule be provided to allow time for the site investigations required in section 3.3.1 and full development of design packages?

Response: 95% construction documents, to include plans and specifications, will be required within 120 calendar days from execution of Agreement with this Addenda. The City will provide Division 0 front end docs and will release the project for bids

9. Will you accept emailed proposal to allow for more time to prepare our responses?

Response: See response to question 4.

End of Addenda 2