

**OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**

**BRIDGING ARCHITECTURAL SERVICES  
PHASE 1 ELEMENTARY SCHOOLS**

**Solicitation #: GM-09-M-0915-FM**

**Addendum No. 3**

**Issued: September 29, 2009**

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This Addendum Number 03 is issued by e-mail on September 29, 2009. Except as modified hereby, the Request for Proposals (“RFP”) remains unmodified.

**Item #1**

**Clarifications:**

1. The fixed fee bid by the Offeror should include the costs of developing both the Schematic Design and the Phasing Plan for the individual Project School.
2. The schematic design should include a site design, including a design for play areas.
3. Offerors should assume that for each Project School, attendance at four (4) SIT meetings will be required.

**Item #2**

**Additional Information:** The following additional information for the Project Schools is accessible at the websites indicated below:

1. Draft Mini Plans for each of the schools that contain school enrollment information and floor plans are available at: <http://www.box.net/shared/fhje7rtmc8>
2. Hazardous Materials Reports for each of the schools are available at: <http://www.box.net/shared/krp8kk19b3>

**Item #3**

**Form of Contract:** The Form of Contract will be issued by subsequent addendum on Wednesday, September 30, 2009.

**Item #4**

**Schedule of Hourly Rates:** Attached is a spreadsheet with classifications for hourly rates. Offerors must submit a completed spreadsheet as part of their Offer Letter.

## Item #5

**Requests for Information:** Below is a list of questions about the Project and the Office's responses.

1. Will any LEED services such as modeling, preliminary LEED checklists be undertaken in the RFP bridging phase? **RESPONSE: A preliminary LEED checklist appropriate for schematic design will be required.**
2. Will MEP systems need to be defined for the project or do we need to provide MEP options only for this phase – we recommend defining the MEP system at the end of this RFP phase? **RESPONSE: Developing a workable schematic MEP and phasing design is a key aspect of the work.**
3. Will BIM be required on this project? **RESPONSE: BIM, per se, will not be required; however, the selected architect will be required to deliver the sketches and renderings necessary to convey the proposed schematic design.**
4. Is the intent to have a complete new MEP systems in the buildings to meet with LEED and OCTO standards or will there be some re-use of the MEP systems? **RESPONSE: At the end of all 3 phases, the MEP systems should be upgraded so as to fully meet all of the performance specifications.**
5. Are there construction budgets for each school? **RESPONSE: Budgets have been established for the schools; however, there are currently being refined. During the summer of 2009, OPEFM ran a pilot program at 4 elementary schools. As a result of the pilot program, a number of lessons were learned and the budgets are being revised. Among other things, it became clear that some elements of the phase 2 and phase 3 work had to be performed during phase 1. Offerors are advised that the budgets will NOT be made available to the Offerors prior to award.**
6. Please verify that the intent of the language of Section E.4.3 *Executive Summary* is for an Executive Summary to address Sections E.4.4, E.4.5, E.4.6, E.4.7, E.4.8, E.4.9 and E.4.10 in no more than 3 pages. **RESPONSE: The Executive Summary should cover the information requested in Section E.4.4.**
7. Is OPEFM's Master Facilities Plan available? If yes, where? **RESPONSE: The Master Facilities Plan (MFP) is available from the OPEFM website: <http://opefm.dc.gov/>.**
8. Are there measured drawings or construction drawings of any of the schools and or any MEP existing systems descriptions? Or should we to assume doing some level of field measurement and evaluation of each of the projects? **RESPONSE: OPEFM has construction drawings for all of the schools. Most, however, are not in CADD format. These drawings will be made available to the selected architect for each school. Site visits and evaluations will almost certainly be required to complete the assignment. Some level of field measurement may be required. This exercise, however, is more conceptual in nature, and OPEFM is of the view that the required schematic design can be developed without undertaking detailed field measurements. As discussed at the pre-proposal conference, the selected architects will be asked to develop a vision (i.e. the schematic designs) and a road-map (i.e. the phasing plan) that describe how the school can be re-made into a 21<sup>st</sup> century school.**

9. In the drawings package provided, Wilson Elementary was the only school not provided with a site plan. Is there one available? **RESPONSE: A draft mini plan is available on the Box.net site.**
10. Does the Error and Omissions \$5 million coverage required for the Schematic Design phase work? Or maybe when in the Design Build phase with construction? Our firm carries \$2 million. We see \$5 million limits more on the construction side. **RESPONSE: \$2 million is acceptable.**
11. We are CBE certified – Local, Small and Enterprise Zone. If we have at least 50% (if not more) of the A/E firms CBE’s but not Disadvantaged, would we be qualified to be considered for an award? Or is the Disadvantaged (20%) of the 50% required in Schematic Design? **RESPONSE: Yes. You would be considered for an award.**
12. Have any education design standards been established for classroom and support spaces including casework, plumbing, HVAC and lighting? **RESPONSE: Yes. These will be made available to the selected architects.**
13. If the central HVAC systems are not adequate for the phase 1 and phase 2 improvement requirements, will the systems be upgraded as part of those phases? **RESPONSE: These decisions will be made on a case-by-case basis as part of the phasing plan. In general, OPEFM desires to ensure that the classrooms can meet the performance criteria issued with the RFP at the end of Phase 1. OPEFM, however, desires to limit the amount of rework to the greatest extent practical and consistent with the overall objective of the project delivery method (i.e. classrooms first) and wishes to avoid a patchwork type of HVAC system once all three phases have been completed. Consideration will need to be given to all three of these goals in determining the amount and type of HVAC work that will be performed during Phase 1.**
14. Will existing classroom HVAC systems be modernized to meet new energy standards and provide improved classroom environments as part of phase 1 (and subsequently phase 2)? **RESPONSE: See response to question #13.**
15. If electrical distribution systems are not adequate for the phase 1 and phase 2 improvement requirements, will the systems be upgraded as part of those phases? **RESPONSE: These decisions will be made on a case-by-case basis as part of the phasing plan in the same manner as described in response to question #13.**
16. Is it intended to fully abate all HAZMAT in affected spaces as part of the phase 1 and phase 2 work? If so, will abatement be part of the design-build process or will it be done under a separate contract? **RESPONSE: That decision has not been made as of yet. It is likely, however, that OPEFM will engage the abatement contractor and the industrial hygienist separately from the design-build contractor.**
17. Please confirm that the design fee to be submitted for each school is to include architectural, MEP engineering, school technology, and cost estimating services only. If a subsequent addendum identified specific landscaping, civil, or structural issues for a particular school, those services should also been included in the base design fee. **RESPONSE: The design fee should include a schematic design for the exterior of the building (i.e. landscape and playgrounds).**
18. In section E.4.4 of the RFP, Item B, vi. states, “Provide a list of any contract held by the Offeror where the contract was terminated (either for default or convenience). This list should also identify any contracts that resulted in litigation or arbitration between the Owner and the Offeror. If the Offeror has multiple offices, only contracts held by the

office submitting this proposal need be listed.” Should the prime and its subconsultants provide this information, or just the prime firm? **RESPONSE: Only the prime firm needs to complete this information.**

19. Are tax certification affidavits (Attachment F) required by the prime firm and its subconsultants, or just the prime firm? **RESPONSE: Just the prime firm.**
20. As we do not have an existing contract with OPEFM, I assume that we can leave the “Square”, “Lot”, and “Contract Number” spaces on the Tax Certification Affidavit blank. Is this correct? **RESPONSE: Yes. Those fields can be left blank.**
21. Are the kitchens intended to be remodeled (phase 2) and will the menu be a heat and serve like now, or is there a plan to change? **RESPONSE: In general, this work will be conducted as part of Phase 2. The final configuration should assume a full kitchen (i.e. not a heat and serve kitchen).**

#### **Item #6**

**Site Visits:** In light of the time constraints of this procurement, and limited availability of OPEFM staff, we will not be hosting site visits prior to the bid date.

#### **Item #7**

The bid date remains unchanged. Proposals are due by **Tuesday, October 6, 2009 at 5 pm EDT**. Proposals that are hand-delivered should be delivered to OPEFM’s new office space in RFK stadium, located through the Lot 4, Gate F entrance.

- End of Addendum No. 3 -

<b>RFP for Bridging Architectural Services FY 2010 Phase 1 Elementary Schools</b>			
<b>Hourly Rates for Design Review Services</b>	Estimated Number of Hours (per school)	Hourly Rate	Total Cost (per school)
Principal in Charge	10		\$0.00
Design Principal	30		\$0.00
Project Architect	60		\$0.00
Landscape Architect	20		\$0.00
Senior Mechanical Engineer	20		\$0.00
Mechanical Engineer	20		\$0.00
Senior Electrical Engineer	10		\$0.00
Electrical Engineer	20		\$0.00
Senior Structural Engineer	5		\$0.00
Structural Engineer	5		\$0.00
<b>Total Estimated Cost of Design Review Services per School</b>			<b>\$0.00</b>
<b>PLEASE COMPLETE THE SHADED CELLS</b>			