

SAN RAFAEL CITY SCHOOLS
310 Nova Albion Way San Rafael, CA 94903

ADDENDUM NO. 1
TO
REQUEST FOR PROPOSALS

Terra Linda High School Gym + Frontage Project
Design-Build Services
RFP # 19-08
Addendum Date: 10/04/2019

THIS ADDENDUM PROVIDES FOR:

CLARIFICATIONS AND RESPONSES TO QUESTIONS RECEIVED FROM PRE-QUALIFIED RESPONDENTS.

San Rafael City Schools has received the following questions and is providing responses as noted below.

1. **Change the due date for proposals as follows: "All Proposals are due by 4:00 pm on Wednesday, October 23, 2019."**
2. As we are working on the preliminary Building & Site design for the Gym, it would be helpful to have a CAD Site Plan indicating the existing conditions. If it's available, is it possible to receive an AutoCAD version of the Site Plan prior to the close of questions scheduled for October 9, 2019? In other words, the sooner the better!
 - a) Answer: We have provided CAD files for the Student Commons, the Innovation Hub, an HVAC project and for the site survey. We do not anticipate making any additional CAD files available, and therefore any information which cannot be imported from these files will need to be generated by the DB teams.
3. I have a question/concern about the requirement for Life Cycle Cost Analysis being part of the requirements of the RFP. At this stage of the design many parts of the design will not have been determined. General assumptions will be made but we'll be a long way from having many of the systems proposed and evaluated. I fully understand the desire for having the analysis done, however I recommend that the analysis be moved from the RFP into the basic scope of work for the successful DB team once the project is in design. The effort will be much more accurate and useful if it's done when the design and engineering of the project is more developed.

The question is, can the Life Cycle Cost Analysis be removed from the RFP and included in the basic scope of services?

- a) Answer: No, required per Education Code 17250.25 (f) (1) (C).

4. We are aware that the HVAC project on the classroom building and the new Commons were recently completed. Can we have access to the CAD/Revit files for those projects in order to develop our design drawings? Of particular interest would be the building models/plans and any site improvement drawings that would tell us what the landscape and civil changes are planned to be. Also, is there a CAD/Revit survey available for our use in the development of the site plan? Any other site drawings in CAD would be useful.
 - a) Answer: See response to question #2 concerning CAD files.

5. We would recommend you offer teams the opportunity to have a confidential meeting with the District prior to submitting the responses so that we can better understand your desires and run ideas by you for consideration. This is a common practice and very helpful to the D/B team in preparing our response to the RFP. I think one meeting is sufficient from this project.
 - a) Answer: We will not entertain confidential meetings in order to ensure the process is as fair and transparent as possible.

6. I believe your intent is to get a Not to Exceed price for the proposed design presented in our response. The RFP says that up front but then suggests that you're looking for Fees and GC's. I would suggest clarifying you do in fact want an NTE price along with the other requirements below.
 - a) Answer: The District requires a Not to Exceed Fee Proposal in accordance with the requirements of the RFP.
 - b) Section C. Contents, 7. Price Proposal, is modified as follows:
 - a. Add "5. Cost of Construction, including all subcontractor costs, self-performed work required to complete the project."
 - b. Add "6. Bonds and Insurance, including all costs for required insurance and Payment and Performance Bonds required to complete the project."
 - c. Add "7. Total Not to Exceed Cost including all design and construction costs."
 - c) See revised Not to Exceed Fee Proposal spreadsheet.
 - d) Section X. SELECTION CRITERIA AND PROCEDURES, A. Best Value Methodology, Factor: Price Description is revised as follows: "**Total Not Exceed Price proposal**, including all design costs, construction administration costs, construction fee, general conditions cost, bonds and insurance, contractor's fee."

7. In the Fee Proposal distributed at the 9/30/2019 Mandatory Information Meeting, is the column titled "Architect/Design Team Budget (\$)" supposed to include all design contingencies?
 - a) Answer: Yes, spreadsheet states "Includes Any/All Design Contingencies & Design Fee's, lump sum". The column description is revised as follows: "Architect/Design Team Total Cost (\$)."

8. Are the fly throughs and renderings imperative by when the proposals are due 10/18/2019 or by the design presentations and interviews on 10/31/2019?
- a) Answer: If possible, fly throughs should be provided by the 10/23/2019 Proposal due date to provide additional time for review; however, they are not due until your 10/31/2019 Design Presentation and Interview.
9. Is the \$19,257,866 budget exclusive of contractor's general conditions and fees? Columns A-D of the Fee Proposal are part of the \$19,257,866, what about column E? Is it a part of the \$19,257,866? What's the design budget?
- a) Answer: The Not to Exceed fee includes all of the project cost elements noted in the RFP and as noted in the answer to question #6 above and included in the Not to Exceed Fee Proposal spreadsheet attached to this Addendum.
- b) Answer: The District's Total Design/Build Budget for the project including all elements of design and construction is **\$21,466,536**.
10. Are change orders separate from the \$19,257,866 budget? What about contractor contingency?
- a) Answer: See revised total budget in response to question #9. An owner-controlled contingency (see spreadsheet language), for changes in scope directed by the owner, is not included in this budget. The contractor is expected and should include a contractor contingency in its budget.
11. It appears there is a discrepancy in trying to get a competition gym, including 1,200 seats, in 10,000 square feet. Can you please clarify?
- a) Answer: In consideration of the need for 1200 seats to accommodate the student body while also ensuring adequate court space, DBE teams should aim to have a facility with a total square footage of 21,000 sq. ft.
12. Can you verify the size and run-offs of the cross courts?
- a) Answer: Design teams shall provide court sizes and runoffs consistent with the requirements for CIF sports competition and safety requirement.
13. How do the PG&E drawings work/fit in? Is the infrastructure already being put in?
- a) Answer: The PG&E new service to the campus work has already been completed.
14. What's the vision of the site work in the entrance?
- a) Answer: Dazzle us.
15. The edges of the site work are fuzzy. Can you clarify the site work?

- a) Answer: We leave it to the teams to define the scope of site work to ensure a coherent and cogent overall project.

16. See questions a-d below:

- a. Is your goal to get as much as you can for the budget?
- b. Are you looking for the response to meet the budget?
- c. If we can't meet the budget, are you looking for our recommendations?
- d. If we're under budget, do you want us to start adding things?

- a) Answer: a) Yes b) Yes c) Yes 4) Yes, but clearly identify what you have added to fully utilize the budget.

17. There are different contract terms (e.g. lump sum, GMP, not to exceed) used that have different meaning. Can these be clarified? Where does the construction cost fit in here – Column F?

- a) Answer: See the answer to Question #6 above. See revised Fee Proposal spreadsheet attached to this addendum.

18. Do you foresee the program changing significantly (e.g. adding a weight room) after the award?

- a) Answer: The District does not anticipate significant changes to the program. However, if the District changes the scope of work or size of the project there would be an adjustment to the Not to Exceed cost of the project.

19. If we're modeling our design-build team at industry standard levels, we would not include a programming phase. If we include a programming phase, it would be adding scope. Please clarify.

- a) Answer: The District anticipates a Program Validation sub-phase at the initiation of Schematic Design. This would include a confirmation of the proposed design with the District's site committee.

20. Will the grading of price between teams solely be based on column F of the Fee Proposal?

- a) Answer: No, the grading of price will examine several factors; these factors include but are not limited to the following:
 - a. Overall price (column titled "DBE Total Not To Exceed Cost")
 - b. The Total Not To Exceed Cost in relation to the proposed building design as presented.

21. The RFP says the price proposal is to be submitted in a separate sealed envelope. Is that correct?

- a) Answer: Price Proposals are to be submitted in a separate sealed envelope.

22. Is the District interested in modifying the insurance requirements?

- a) Answer: The District will consider insurance issues and any revisions as a part of final contract negotiations. If teams are basing their Not to Exceed costs on specific revised insurance proposals they should be clearly indicated in the teams proposals.
23. In the District standards, there are lots of “draft” documents and blanks. Is there an expectation we follow the standards or take cues from the other building or include DBE ideas?
- a) Answer: The DBE is expected to be cognizant of the district standards while also taking cues from other buildings and incorporating their own ideas.
24. What is your expectation of the site for input?
- a) Answer: There is a Terra Linda High School Site Committee that will work with the District team.
25. Where will the EV charging stations be placed?
- a) Answer: Drawings have been uploaded to the bridging documents drop box linked in the RFP. See the PG&E EV Charging Maps folder in the Drawings & Maps folder.
26. Can you tell us about the contractor laydown areas, parking, and access to the parking lot during construction? More specifically, what areas will need to remain accessible during the different parts of the year (summer vs school in session), and how many parking spaces can be co-opted and for how long (or during which parts of the school year) during construction?
- a) Answer: DBE teams should expect to be able to utilize an appropriate amount of the parking lot one week after school ends until one week prior to when school begins. Once school begins DBE teams should expect to utilize more street parking. Furthermore, site access will need to be substantially similar to campus access prior to beginning of construction.
27. For competition tournaments, can the school use the existing gymnasium?
- a) Answer: The school intends to use the new gym for competition tournaments.
28. Is it required for the new gym to accommodate two cross-courts?
- a) See the quote from the ED Spec below:
“The gym is located in proximity to substantial parking and existing locker rooms. The gym needs to have two retractable main glass backboards, four retractable glass side backboards, and a resilient maple wood flooring system that will be striped for one 94-footlong basketball court with school logo at center court, a 10-foot safety zone at each end and 5-feet on each side, one main competition volleyball court, three competition cross volleyball courts and two auxiliary cross basketball courts. The floor needs to have all the floor plates and sleeves installed to accommodate the specified court. Two hydration stations are to be installed at each end of the gym. The gym is to have Wi-Fi and Bluetooth capabilities. The bleachers on both sides of the gym should contain seating for approximately 1,200 spectators and be motorized to allow them to be opened or closed by

one person. The gym must be equipped with a quality sound system that provides surround sound pointing downward with outlets on both sides and both ends of the facility. Two multi-sport scoreboards will be mounted on the walls at each end of the gym with outlets on one side of the gym. Two shot clocks will be on the backboards. One duplex outlet needs to be installed on each side, centered at the top of the bleachers for filming of events. Other data requirements to be located at both ends of the gym include: phone jacks, networked computer outlets, two wall mounted clocks and intercom systems. A scoring table is to be located on the team bench side of the bleachers, centered in the front with data outlets and access to scoreboard mechanics. Space for pendants and team rosters is to be provided on walls. A storage room with two 4-foot wide doors, directly accessible from the inside of the main gym, needs to be large enough to accommodate basketball equipment and volleyball equipment (including nets and posts). The storage area is to have wire mesh dividers."

29. For the new competition gym, can it be limited to just the competition court?

a) Answer: See response to 27 and 28.

30. For the new competition gym, can the bleachers be fixed?

a) Answer: No; per Ed Spec they are to be motorized. See response 28 and document titled "12.18.17 TLHS Ed Spec .pdf".

31. How many bathrooms / what types of bathrooms should be accessible via exterior door?

a) Answer: Design teams are responsible for determining required fixture counts, including for student restrooms, staff restrooms, and an all-gender restroom. Exterior accessibility is desired, teams should provide a solution in accordance with their overall project design, there is specific requirement for types.

32. Escalation: At the mandatory pre-RFP meeting it was mentioned that we should include escalation in our fee proposal. No one can accurately determine cost escalation from time of RFP submittal to time of construction. We request that the District determine an escalation amount (\$ or %), as a separate line item that would be added to each DBE's GMP proposal. This would allow for a fair and accurate evaluation of each price proposal submitted.

a) Answer: Each team, making use of industry standard guides and DBE experience in the recent past, will need to include an escalation component with their GMP proposal.

33. Draft Fee Proposal & GMP Component: At the mandatory pre-RFP meeting, a draft fee proposal sheet was circulated and we were told that it would be revised and issued via addendum and that one of the revisions would be to add a NTE GMP component for construction of the project. Because this GMP cost component is just being added, we request that the RFP submission date be extended by one week to 10/25/19 @ 4PM to allow the design to be developed enough to quantify pricing.

a) Answer: See item #1 above.

34. District Standard Spreadsheet: We understand that a District Standard spread sheet exists showing products and manufacturers that have been pre-selected by the District. Please provide that document for all teams to review and incorporate.

a) Answer: The District Standard spreadsheet will be provided in the documents box. As noted above teams have some flexibility and should utilize other project designs as a guide.

35. Demo of Cafeteria/Kitchen Building: Will all equipment/furniture be removed from the Cafeteria / Kitchen building by the district prior to GC demolishing it? If District would like the GC to remove all – please provide a list of all furniture and equipment to be removed.

a) Answer: Most of the equipment will be salvaged and relocated by the District, but the remaining items will need to be removed and disposed of by GC.

36. Section 15.1.6 – Builder’s Risk Insurance: Builder’s Risk “All Risk” Insurance: This section notes that earthquake and flood coverages are required as part of the “All Risk”. Please let us know if the public contract code 7105 applies. If it does apply – we are happy to provide an add alternate to include full earthquake coverage for the project if you would like it. If it does not apply, we will include the cost for full earthquake in our fee proposal. Please note that we have been advised that builders risk insurance and earthquake and flood especially are continually increasing in today’s market due to natural disasters in the US and it would be very difficult to include an accurate escalation cost in our bid.

a) Answer: See item #22 above.

37. Wayfinding: As part of this project, District expects DBE teams to develop and include a campus wide wayfinding plan and associated signage with at least two campus kiosks.

[END OF ADDENDUM]

TERRA LINDA HIGH SCHOOL GYM - DESIGN / BUILD PROJECT RFP FEE PROPOSAL

DBE FIRM NAMES:

A	B	C	D	E	F	G
CONSTRUCTION COST (\$)	GENERAL CONDITIONS (\$)	FEE'S (\$)	BONDS (%)	INSURANCE (%)	ARCHITECT / DESIGN TEAM COST (\$)	DBE TOTAL NOT TO EXCEED COST (\$)

NOTES:

- Column A = Construction Cost to be fixed amount, lump sum
- Column B = GC's to be fixed amount, lump sum
- Column C = Fee's to be fixed amount, lump sum based upon Contractor's markup percentage
- Column D = Bonds to be expressed as a percentage
- Column E = Insurance to be expressed as a percentage
- Column F = Includes Any/All Design Contingencies & Design Fee's, lump sum
- Column G = Shall include columns A THRU F & shall include estimated escalation

Owner Controlled contingency, not included in this DBE Proposal, will be for discretionary changes and unforeseen conditions = Not included in the above. Note, this does not cover scope gap, jurisdictional requirements or design oversight

By issuing this Not to Exceed Cost the Design Build Entity hereby certifies that the DBE Not to Exceed Cost will be inclusive of ALL engineering, design, and construction to complete this project as presented in the team's designs developed in accordance with this RFP.