



**DANE COUNTY DEPT. OF
PUBLIC WORKS, HIGHWAY &
TRANSPORTATION**

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Madison, Wisconsin 53713
Office: 608/266-4018 ♦ Fax: 608/267-1533
Public Works Engineering Division

ADDENDUM

APRIL 30, 2019

ATTENTION ALL REQUEST FOR PROPOSAL (RFP) HOLDERS

RFP NO. 319022 - ADDENDUM NO. 1

JUVENILE DETENTION CENTER ADDITION

**PROPOSALS DUE: TUESDAY, MAY 7, 2019, 2:00 PM. DUE DATE AND
TIME ARE NOT CHANGED BY THIS ADDENDUM.**

This Addendum is issued to modify, explain or clarify the original Request for Proposals (RFP) and is hereby made a part of the RFP. Please attach this Addendum to the RFP.

PLEASE MAKE THE FOLLOWING CHANGES:

1. Cover Page

Delete this line:

“ Performance / Payment Bond: 100% of Contract Amount Bid Deposit: 5% of Bid Amount ”

2. Requested Services and Business Information

Page RSBI-2 - Item B.:

Change: “ B. EVALUATION CRITERIA ”, to: “ 4. EVALUATION CRITERIA ”.

3. Sample Architectural / Engineering Professional Services Agreement

Page PSA-14 - Item 2.H.3):

Delete: “ [CM] ” from this sentence.

4. Facility Tour Sign-in Sheet

This was requested & is included as a part of this Addendum..

PLEASE NOTE THE FOLLOWING CONSULTANT SUBMITTED QUESTIONS:

Q1: Do the 3 projects of similar design and scope have to be correctional projects? Or is renovation of existing building acceptable?

A1: Yes. No.

Q2: What is the process of getting joint ventures approved by Dane County?

A2: Meet the eligibility requirements of RSBI-1 - Item 1.D. Submit all information for all firms in joint venture as detailed in RSBI-2 - Item 3.

- Q3:** The RFP says a bid deposit of 5% bid amount is needed. Typical A/E services do not require a Bid Deposits, is this truly required for the Project?
- A3:** No, that was typo fixed by this Addendum.
- Q4:** What is the estimated construction cost or design to budget for the project? Please outline what is to be included in that number?
- A4:** At the walk-through, we shared our thinking that the total project cost will be between \$3.0 & \$4.5M. Hard construction costs, construction contingency, FF&E & misc. costs & fees.
- Q5:** Is F.F.E to be included in A/E design services?
- A5:** Refer to PSA-6 - Item 2.E.4)a. & PSA-8 - Item 2.E.8).
- Q6:** Is a radio/paging system to be included in A/E design services?
- A6:** Yes, the existing paging system is more of an intercom system with call buttons in certain locations and speaker & microphones in the ceilings, including sleeping rooms.
- Q7:** Is the design of a Video Visitation System to be included in A/E design services?
- A7:** No.
- Q8:** Is the design of a Prep Kitchen to be included in A/E design services?
- A8:** No.
- Q9:** Who is the manufacturer for the new security electronic system that was noted in the walkthrough? What is the system name?
- A9:** Wonderware is the security control system software; Continental is the card access control system; Bosch is the video monitoring system (including recording, camera and video workstations); Master-Trol has the plumbing controls.
- Q10:** Are these areas of the building going to be occupied during construction?
- A10:** Yes, all of it except where there is ongoing construction.
- Q11:** What is the total SF of the area to be remodeled?
- A11:** It is approximately 16,250 sq.ft.
- Q12:** What is the total SF of the area for addition?
- A12:** The "addition" is considered to be that which is currently outside the existing JDC. It is approximately 11,225 sq.ft.
- Q13:** Is there a Space Program that the county has developed, or is programming to be completed with the project?
- A13:** With the project. Refer to RSBI-2 - Item 3.A.2., PSA-2 - Item 2.C.1), PSA-3 & 4 - Item 2.D., PSA-10 - Item 2.F.7).
- Q14:** Has the capacity of the existing services been verified to have capacity for the renovated and new space?
- A14:** Does existing services mean utilities / infrastructure? If so, then no, since there is no finalized plan for the remodeled spaces, we don't know what the needs are. The designers will determine this.
- Q15:** Are the building existing mechanical systems to serve the space or will equipment need to be upgrade or added?
- A15:** They should be sufficient, but the designers will determine this.

Q16: Has the existing structure been studied to have capacity for the new building addition?

A16: Are you referring to outdoor recreation area? If so, then no structural study. That is the only actual addition to the building structure. The project is titled “addition” because we are adding area to the existing Juvenile Detention Center, but not to the building, per se.

Q17: Is there any outdoor space being planned for the project?

A17: Yes - please refer to the RFP.

Q18: Do you want the A/E team to provide a fee for LEED/Energy Star certification?

A18: No - not at this point, but we do want the design to comply with the LEED/Energy Star standards.

Q19: Do you want the A/E Team to provide a commission agent?

A19: No, that will be by the Owner.

A/E Questions: On 4.D.1) there is list of add services that the A/E is suppose to include as part if fee.

Owner’s Preliminary Answer: It is assumed this is in reference to the Professional Services Agreement (PSA) section. These are Additional Services & not to be included in lump sum fee unless they are requested in the scope of work.

Q20: 4.D.1)a: Are there any other sites that the county is looking to explore for this SRCCCY?

A20: No.

Q21: On 4.D.1)c: How many renderings does the county want?

A21: None. If requested in the future, it will be an additional service.

Q22: On 4.D.1)g: Is the City County Building listed on any City, State, County or Federal historic registries?

A22: No.

Q23: On 4.D.1)i: Are LEED certifications, Vibration, Wind, or Acoustical Analysis or energy modeling services needed for this project. These are specialty services and are not included unless requested by owner.

A23: No. If requested in the future, it will be an additional service.

Q24: On 4.D.1)k: Does the county expect this project to be completed in Phases and multiple bid packages. Was this discussed in the study?

A24: Phases: yes, based on the A/E’s recommendation & in respect to construction, it may be the outdoor rec area is done first, followed by the areas outside the existing JDC, then finally areas inside the existing JDC ... but this is all to be determined. Multiple bid packages: no. What study? Are you referring to the Study Phase on PSA-2 - Item 2.B that says “NOT USED”?

Q25: On page RSBI-3 (PDF 11 of 43) - Item 7. The County will provide existing drawings and specs but does not confirm or certify their accuracy and says A/E will need to confirm accuracy of drawings – so does the A/E need to add to the scope of services “Field Verification” and put a fee number in for that and for verifying systems in 2.d.8 (PSA-4) (or PDF 20 of 43).

A25: Field verification is implied the RFB as well as specifically stated in RSBI-3 - Item 7.A., PSA-3 - Items 2.D.2) & 2.D.4) and PSA-14 - Item 3.C.

Q26: On page PSA-11 (PDF 27 of 43) - Item 2.G.4.a and Attachment A - Item 1 (PSA-Site Visits, PDF 39 of 43) – are all the numbered site visit per week in CA correct for this project and not just a sample?

A26: The number of visits detailed in Attachment A are what is assumed will be necessary for this project & not just a sample. If the proposing firm believes more or less visits are required, I suggest detailing that in Section 8 of your proposal.

Q27: Does the design team need to renovate areas outside of the scope of work for displaced staff?
A27: The areas of renovation / remodeling are delineated on Figure 2. No work is required outside those areas unless it is related to infrastructure which cannot be determined at this point.

Q28: Have the capacities of the existing mechanical, electrical and plumbing systems be verified to be adequate to serve the renovated space?

A28: No. It is in the A/E's scope.

Q29: Have standby power capacities been verified to be adequate to serve the renovated space?

A29: No. It is in the A/E's scope.

Q30: Is the A/E responsible for testing of the existing structural systems to verify capacity?

A30: Yes.

Q31: At the April 23rd walk through, it was indicated that the County's Letter of Interest for the Act 185 Grant, estimated the budget to be between \$3.5M-\$4.0M. Does the County have an estimate as to how much of those \$ are allocated to the outdoor exercise area and how much are allocated for the remodeled areas outside the JDC and the areas remodeled inside the existing JDC?

A31: Our earliest, preliminary order of magnitude estimate would be that 1/3 of the costs would go toward the outdoor area & 2/3 of the cost would go toward the indoor work. It is too early to truly determine an accurate split on the construction budget.

Q32: How should we show our fixed fee for services?

a. Should fees be broken out by traditional phases (SD, DD, CD, Bidding, CA, etc.)? Should fees be further broken out by firm and discipline?

b. **Or** should our fixed fee for services be one lump sum fixed fee without breaking out?

c. **Or** do you want our fixed fee broken out by the four phases as discussed at the walk through (State Grant; Outdoor Area Rec; Area currently outside JDC; Area currently inside JDC)?

d. **Or** other???

A32: B; one lump sum fee for the entire project.

Q33: Should the A/E team include the Commissioning phase in their fees or will the commissioning be performed through a third party commissioning agent that shall be selected and contracted directly by Dane County? Please clarify if it is by Dane County or by the A/E team?

A33: The A/E must coordinate & work with CA throughout the project & that is to be included in the lump sum fee. Refer to PSA-14 - Item 2.H. DC will independently hire the commissioning agent (CA).

If any additional information about this Addendum is needed, please call Scott Carlson at 608/266-4179, carlson.scott@countyofdane.com.

Sincerely,
Scott Carlson
Project Manager

Enclosures:
Facility Tour Sign-in Sheet

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A/E Design Services for Juvenile Detention Center Addition
City-County Building

Name	Company	Phone No.
SCOTT CARLSON	DCPW	608/266-4179
Sydney Schwass	DCPW	608-516-8367
John Bannon	Juv. Court Proj.	608-283-2925
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Cory Beyer	Venture Architects	414-271-3359
SHAWN WOLDT	THUNDERBIRD ENGINEERING	608 820 1201
KHAIA GLENN	Venture Architects	414-271-3359
DIREEN SCHUMACHER	THUNDERBIRD ENGINEERING	608 228-0784
TIM MEEKER	JOB ENGINEERING	608-469-3695
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