



ADDENDUM 2
to
REQUEST FOR PROPOSALS
for a Qualifications-Based Selection
for ARCHITECTURAL & ENGINEERING SERVICES
for the ILLINOIS VALLEY LIBRARY RENOVATION
City of Cave Junction

RFP #2022-CDBG-LIB-001

RFP Issue Date: Wednesday, July 20, 2022

Proposal Due Date: Tuesday, August 9, 2022, 2 p.m. Pacific

RFP Contact

Teresa Stover, Grant Administrator

City of Cave Junction

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Addendum 2 –Questions and Answers Addendum

The following are questions received from proposers and the answers from the RFP contact.

- Q1.** Should the fee proposal and rate schedules be submitted in a separate envelope from the rest of the proposal response?
- A1.** A separate envelope is not necessary, because the selection is qualifications-based rather than cost-based.
- Q2.** Can you let us know what the make up the selection committee will be? City staff, Library Foundation staff?
- A2.** The selection committee will include representatives of the City of Cave Junction, library district, and library foundation.
- Q3.** Regarding project schedule – it is our understanding that the grant closes December 2024 and design and construction should be completed within that timeframe. Page 8 of the RFP notes *architectural drawings and engineering plans should be completed 6-8 weeks after contract is signed*. Given the scope of work and CM/GC project delivery, was that intended to be 6-8 months for the design period?
- A3:** This meant that we'd like the schematic drawings, design development, and construction documents completed 6-8 weeks after contract signing. The CM/GC project delivery would be beyond that time. If this doesn't work, please give us a schedule that works for the drawings and then the CM/GC project delivery based on your experience.
- Q4.** Will site survey, hazardous materials, and geotechnical reports be provided by the owner? If not, will the design team need to assist in procurement of these items?
- A4:** No, these have not been done yet. Yes, the design team will need to assist with these items.
- Q5.** Would a site visit be ok? I'd like to gain an understanding of the scope a little more and walk the site/building.
- A5.** You may do a site visit during open hours, but no staff or volunteers may speak to you about the project, as this could disqualify your proposal. The library is open Wed 11 am to 6 pm, and Thu/Fri/Sat 11 am to 5 pm.
- Q6.** The RFP discusses hiring an architect just last year, I'm assuming they would be submitting for such? Or are they stepping down?
- A6.** We don't know if they're submitting a proposal.
- Q7.** The RFP includes a three-page spreadsheet that looks like an estimate – is there a tally/total?
- A7.** We included that spreadsheet to indicate specifications of the project elements for detail on the project scope.

- Q8.** There is mention of seismic upgrade as part of the scope – is there or has there been a structural study/analysis performed by a structural engineer, or is this initial analysis part of our work and assumed necessary?
- A8.** The Library Facilities Master Plan referenced in the RFP Appendix D includes the ASCE 41-13 Seismic Evaluation Report performed by ABHT Structural Engineers in 2018. This report starts on page 138.
- Q9.** Are there original construction drawings available of the building? Or recent cad/revit files? Or both?
- A9.** We don't have drawings from the original building construction in 1959, but we do have have print drawings from the 1978 remodel. If you need to see these before you submit your proposal, we can make arrangements for you to photograph the drawings at the Grants Pass Library.
- Q10.** Six to eight weeks for construction documents complete is aggressive. What's the reason for the push? With consultant structural and mechanical/electrical engineers it will be very compressed.
- A10.** We'd like to go to bid for construction January 2023 with the renovation happening spring and summer that year. Please provide a realistic schedule based on your experience.
- Q11.** The link to attachment D does not seem to work.
- A11.** It's probably because It might be because the line break leaves off "-lores.pdf" Try either copying the link and pasting it into your browser, or try clicking the following:
https://josephinelibrary.files.wordpress.com/2019/03/190301_josephinelibrarymasterplan-lores.pdf
Or, navigate to the page: Go to jclfoundation.org, point to Our Libraries, click Planning Better Buildings, scroll down and find the Facilities Master Plan link in the first column.