

Henry P. Roybal
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

February 9, 2016

SANTA FE COUNTY
RFP# 2016-0234-PW/KE
ARCHITECTURAL/ENGINEERING SERVICES
FOR THE AGRICULTURAL EXTENSION OFFICE AT THE SANTA FE COUNTY
FAIRGROUNDS

ADDENDUM #1

Dear Proponents,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

ATTACHMENT: PRE-PROPOSAL SIGN IN SHEET (2)

On February 3, 2016 Santa Fe County held the pre-proposal conference for the above referenced Request for Proposals (RFP). Listed below are clarifications and questions asked at the pre-proposal conference and/or received via email.

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| Question 1 | What is the status of the project construction funding? |
| Answer 1 | The funding has been allocated |
| Question 2 | Will there be an HVAC Building commissioning requirement? |
| Answer 2 | Yes, Please see appendix F, page 77 of the RFP, numbers 7 and 14. |
| Question 3 | Will there be an LEED requirement? If so, what level of LEED? If possibly,.... at what point will that decision be reached? |
| Answer 3 | LEED requirements and certification will be discussed with the selected A/E firm. The project will be designed to earn the Energy Star certification. |
| Question 4 | Will formal programming be a part of this project or is it already formally established? |

- Answer 4** **Programming is a requirement of the contract.**
- Question 5 Are as-built drawings/records available in any form?
- Answer 5** **There are no As Built drawings currently available.**
- Question 6 Is new furnishing a part of the scope of work? If so, is it included in the MACC Budget?
- Answer 6** **Furnishings design and specification is not included in this contract unless for built-in fixtures and equipment.**
- Question 7 Is the Master Plan discussed in the Pre-Proposal Conference as being out of date/obsolete available for review?
- Answer 7** **Yes. You can review it but it does not represent current County plans for the Fairgrounds.**
- Question 8 What is the anticipated project construction completion schedule?
- Answer 8** **Substantial completion is projected to be February 2017.**
- Question 9 Is site and landscape development a part of the scope of this project?
- Answer 9** **Yes, site and landscape development is part of the scope.**
- Question 10 Will the Master Gardner's user group be available for interview during programming?
- Answer 10** **Yes**
- Question 11 When is the anticipated Utility conversion expected to be completed?
- Answer 11** **The County will require engineering services be provided by the selected A/E firm for the design of the utility conversion. The County is currently working with the City for approvals.**
- Question 12 If engineering and documentation services for the separate Utility conversion project discussed in our meeting are added to this Project how and when will that take place?
- Answer 12** **See answer to question 11 this will be determined through the programing phase.**
- Question 13 Is there a footprint, plan, and/or program for the Bandstand shell referenced in the meeting to be considered as an informal 'planning' element of the site?
- Answer 13** **No**
- Question 14 How are the sheds on site to be treated?
- Answer 14** **To be determined in the programing phase of basic services from the selected firm.**
- Question 15 Is a new site survey required including property lines, and existing Utilities?

- Answer 15** **The County has site survey for this parcel and an update of the survey has been requested to show all recent improvements including topo, parking and existing ramps and access.**
- Question 16 Can the County Management Plan for this Project discussed during the meeting be shared with Offerors?
- Answer 16** **The information available will only be provided to the selected Offeror.**
- Question 17 Are there additional "Evaluation Reports" of this facility available for review? If so, how and when can we access those?
- Answer 17** **The provided ARC report is the only evaluation report available.**
- Question 18 Is the doc. included in the Appendix F, Additional Information: "Santa Fe Fairgrounds & Agricultural Extension Office Planning and Development dated Nov. 5, 2015" Facility Data and Summary" the only facility evaluation Report"?
- Answer 18** **Yes**
- Question 19 Are there any known hazardous materials in the existing building or on the site? Please confirm that the County will procure the required environmental assessment reports and handle subsequent abatement if required.
- Answer 19** **All reasonable requests for investigation, based on conditions stated or observed regarding environmental assessment of these premises will be contracted by the County.**
- Question 20 Are the appendices to be filled out only by the Offeror, or do sub-consultants need to fill out any of them?
- Answer 20** **Only the Prime Offeror.**
- Question 21 Would like clarification on the size of the font we can use.
- Answer 21** **We are looking for readability. In Word you specify the point size and we do not want a font smaller than 12 points.**
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Please add this Addendum #1 to the original bid documents and refer to bid documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect.

Bidders are reminded that any questions or need for clarification must be addressed to Karen K. Emery, Senior Procurement Specialist at kkemery@santafecounty.org.

Pre-Proposal Conference
RFP#2016-0234-PW/KE
Agricultural Extension Office at the Santa Fe County Fairgrounds
February 3, 2016
10:00AM (MDT)

NAME	ORGANIZATION	PHONE #	EMAIL
JULIA WIRICK	Suby Bowden & Assoc	505 983.3755x103	Julia@SBASSOCIATES.net
ALAN BAER	Baer Architecture NM	505 470-6835	alambaer@comcast.net
BRAD ISAACS	PW-PROJECTS	505 992.9878	bisaacs@sanfefaircounty.nm.gov
Bernadette Scargall	Santa Fe Engineering	505 982-2845	bscargall@santafeengineering.com
Rudy Garcia	SF County	992-9865	rgarcia@sanfefaircounty.nm.gov
BILL TAYLOR	SF COUNTY	986-6373	WTAYLOR@SANTAFECOUNTY.NM.GOV

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February 3, 2016
10:00AM (MDT)

NAME	ORGANIZATION	PHONE #	EMAIL
Scott Anderson	Scott Anderson & Assoc	505 401 7575	andersonscott@comcast.net
Lawrence Galleras	Scott Anderson + ASSOCIATES	505 358-0998	lfbarneras@msm.com
Miriam Dildoh	Atkin Olshin Schade Architects	505-982-2133	mdiddy@aasarchitects.com
Alexander Dewree	autotroph	505-216-7355	adewree@autotrophdesign.com
MARK HOGAN	SFC	505 992-7852	MHOGAN@SANTAFE.COUNTY.NM.GOV
Karen Emery	Purchasing		

Acknow.

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