

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

May 11, 2018

ADDENDUM #2
RFP# 2018-0350-CMO/BT
DESIGN-BUILD SERVICES FOR
COUNTY ADMINISTRATION OFFICES, CONSOLIDATIONS AND
RENOVATION PROJECT

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 all Addenda. This documentation shall become permanent and made part of the departmental files.

PLEASE SEE ATTACHED SIGN-IN SHEET FROM PHASE I-SHORTLIST PRE-PROPOSAL MEETING, HELD MAY 7, 2018.

The following questions have been received regarding RFP No. 2018-0350-CMO/BT, with corresponding answers:

Q-1 Is the project subject to LEED Certification under NM State Executive Order 2006-001?

A-1 **No. The County is not subject to the referenced State Executive Order. The bridging documents that will be provided to the shortlisted D-B Team during Phase II evaluation process will include the performance standards that will be required for the D-B Team to meet in their respective design solution and cost proposal.**

Q-2 **If the construction Contractor is from outside the County or State, but their Architect of Record is within the County and has a County Local Preference Certificate, will the Proposal receive the 5% preference?**

A-2 Yes, but only for the Phase I – Shortlisting evaluation.

Q-3 **Do the points from the Shortlist evaluation carry over to the Phase II evaluation?**

A-3 The total points from the shortlist evaluation *will not* carry over to Phase II evaluation. The only points that may carry over from the Shortlist evaluation are the points the Offeror receives for Project Staffing and Past Performance, *unless* the Offeror indicates that conditions changed from their initial Phase I response.

- Q-4 If the Offeror uses attachments for resumes, etc. in response to Past Performance, will the attachments count against the page limit of the proposal?**
- A-4 No. But caution must be given to Proponents to the RFP that the use of attachments as a response to the criteria factors, will effect the evaluation committee ranking. Attachments should only be used for what would be considered as supporting documentation.
- Q-5 Please confirm project completion date. Page 6 says March 2020 and Page 24 states December 2019**
- A-5 The completion date for the construction of the new building is December 2019. The completion date for the entire project, including renovation of the existing building is March 2020.
- Q-6 Please confirm the allowance of an Attachment section to hold things such as: Letters of reference, awards, etc. These documents will not count for points or as part of the total page count.**
- A-6 Correct. Attachments will not count against the total page count specified in the RFP.
- Q-7 Can we include Final Pay Apps in the Attachments section so you can read the content, instead of including them at an illegal size within the page count?**
- A-7 Yes.
- Q-8 Should the document be printed sheet facing (pg. 32) or double sided (Item HH on pg. 31)?**
- A-8 Item HH, on page 31 of the RFP requests that all pages in the proposal be double-sided, pursuant to County Resolution 2013-7. Page 32 of the RFP specifies that a "fold-out" page will be counted as 2 pages. Therefore, if the fold-out page is a single-sided document, it will count as 2 pages. If the fold-out page is double sided, it will be counted as 4 pages.
- Q-9 In the past performance section, does the required AIA G702 form and letters of recommendation count toward the total page limit of the RFP?**
- A-9 These items may be included as an attachment, and will not be counted against the total page count.
- Q-10 It was mentioned in the pre-bid that additional information could be provided in an separate tab which would be excluded from the page count. Can you please clarify if this is correct and what you would like this tab to be called/located since it was not listed in the evaluation criteria?**
- A-10 Additional information may be provided as an attachment. The Offeror may label or tab Attachments however they decide, but it is recommended that they be identified in the table of contents.
- Q-11 On pages 6 & 24, there are discrepancies concerning GRT as well as on the schedule of Services (December 2019/March 2020).**
- A-11 The MACC listed in the RFP is exclusive of NM GRT. The reference to the MACC listed on page 24 should read "exclusive" of NM GRT.
- Q-12 When will a Bid Bond be required?**

A-12 A Bid Bond will be required as part of the Phase II – document submittal as part of the Offerors cost proposal.

Q-13 Will the D-B Team be responsible to report to and meet with the Historic Board review?

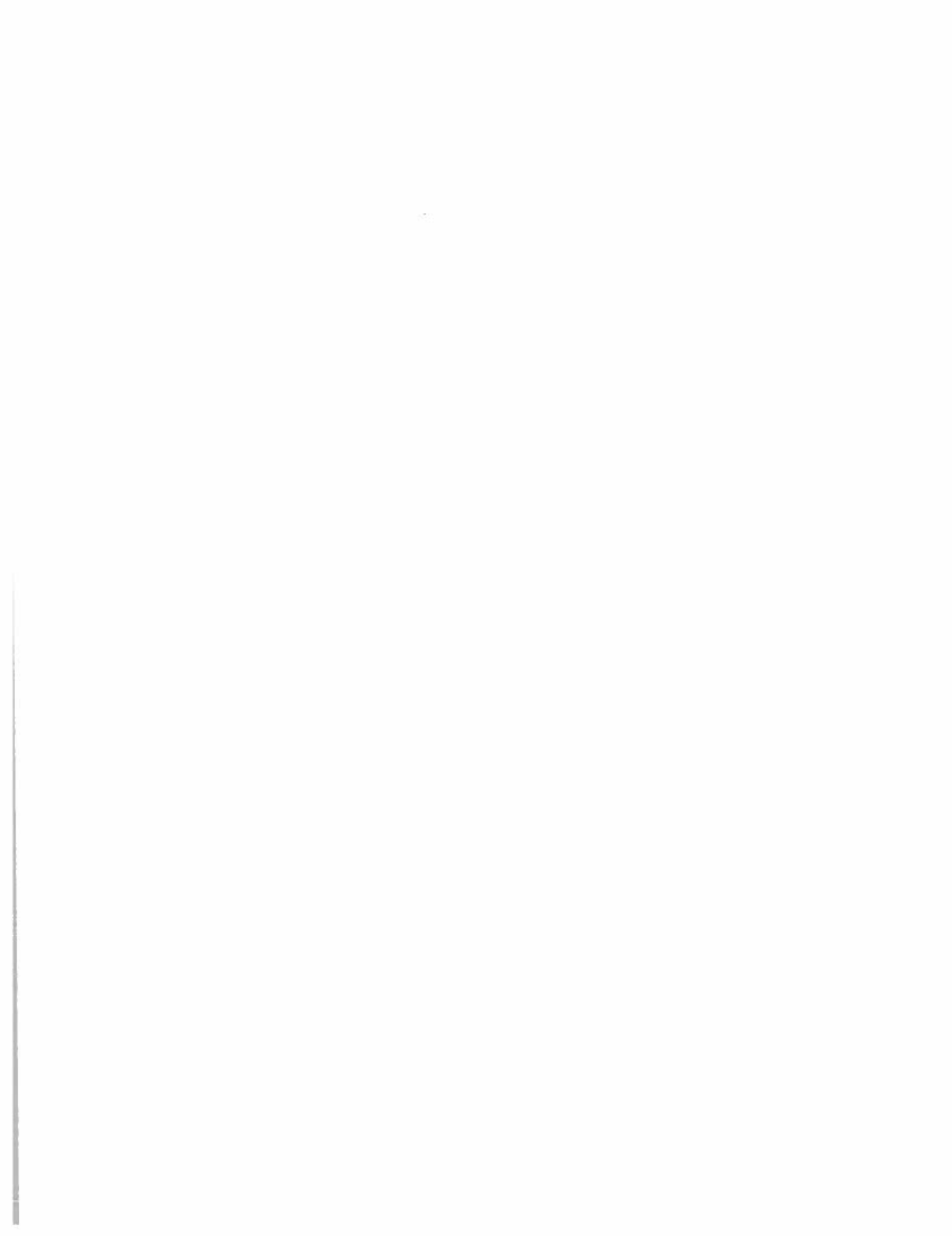
A-13 The D-B Team will be required to meet with the Historic Board in conjunction with the County Project Team.

Q-14 Will the new Administration Building and the existing Administration Building be separate projects?

A-14 This is one project that involves sequencing and phased construction/renovation.

Please add Addendum No. 1 and this Addendum No. 2 to the original bid documents and refer to procurement 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.

Proponents to this RFP are reminded that any questions or need for clarification must be addressed to Bill Taylor, Procurement Manager at wtaylor@santafecountynm.gov.



PHASE I PRE-PROPOSAL MEETING

RFP No. 2018-0350-CMO/BT

Design Build Project Delivery

County Administration Offices (CAO) Consolidation and Renovation Project

SFC Legal Conference Room

May 7, 2018

10:00 AM

NAME	BUSINESS	TELEPHONE	E-MAIL ADDRESS
Andrea Gray	Testudo Engineering	505-554-1282	andrea@testudoeng.com
Kyle Malone	Vow H. Gilbert	505-550-6676	kmalone@vhgarchitects.com
Heith Carver	HB Construction	575-719-7500	bits@hbconstruction.com
BRIAN SCHERER	FLINTCO LLC	505-331-9894	bscherer@flintco.com
Anne Marie Rance	FLINTCO LLC	505-767-7777	arance@flintco.com
WAYNE S. LLOYD, AIA	LLOYD ASSOC. ARCH.	505-983-1973	wayne.lloyd@lloyd-architects.com
Carlos Ruiz	Stantec/OEI	505.690.3019	carlos@oeipro.com

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NAME	BUSINESS	TELEPHONE	E-MAIL ADDRESS
Jeff Zella	Hedman + Macki Design Group	505 998-6436	jzella@hedmanmacki.com
Megan Micker	Studio Six Architects	843 962 39	micker@studio6.com
Chris Butler	Jaynes Corp	505 401 3376	Chris.Butler@JaynesCorp.com
PETER HOWLAND	DPS ARCHITECTS	505 761-9700	PETER@DPSDESIGN.ORG
JAN NAROTTE	JAYNES CORP	505-554-4772	Jan.n@jaynescorp.com
DAN LYONS	BRADBURY STAMM GROUP	505-651-1509	D.LYONS@BRADBURYSTAMM.COM
Jon Zebe	WHPacific	505-253-0091	jzebe@whpacific.com
JOHN DICK	ARCHAEO ARCH	820-7200	JOHN@ARCHAEOARCHITECTS.COM
Lucas Sullivan	HULT-ZOLLER	883-8114	bsullivan@hult-zoller.com

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Design Build Project Delivery

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10:00 AM

NAME	BUSINESS	TELEPHONE	E-MAIL ADDRESS
Tony Flores	SF County	505 986 6416	tflores@santafecounty.gov
Phillip Montano	SF County	505 992 8037	pmontano@santafecounty.gov
Kari Fournier	Verdacity	242 2852	KARI@VERDACITY.US
MIRIAM DIDDY	AUS ARCHITECTS	782-2133	middidy@ausrchitects.com
Peggy Farkus	SMP Architects	505 245-8668	p.farkus@smparchitects.com
VANESSA WHITEHOLE	THE HARTMAN + MASTERS DESIGN GROUP	505 998.6437	vwhitehole@design-graphic.com
LISA LOGAN	NORESO	505 908 5379	LLOGAN@NORESO.COM
Forest (Suffield)	SDV/KSA Team	505 983 3170	forest@sdvksa.com
TOM BIFFARD	TOA	505.690.5898	THOMASB@TOA.COM
KARL SMITH	PAVILION CONSTRUCTION	505.991.4060	KSMITH@PAVILIONCONSTRUCTION.COM
JEFF STILES	STUDIO S.W. ARCH	505-982-7191	jstiles@studioswarch.com
PAUL DUFFON	SF County	505-992-9800	pduffon@santafecounty.gov