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June 26, 2018

ADDENDUM #4
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.

Santa Fe County Administration Building Utility Usage is attached to this Addendum No. 4.

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

Q 1. Will Santa Fe County provide any documents generated in the previous planning phase for 100 Catron Street? Additional information worked on by the previous consultant—in terms of programming and flow of the new building—would be highly relevant to our proposed design.

A 1. No.

Q 2. What City of Santa Fe coordination and jurisdiction/involvement will be required including community involvement and historic preservation?

A 2. The only coordination on this project is the consultation with the City of Santa Fe Historic Design Review Board.

Q 3. At the preproposal meeting it was stated that HR and Legal admin would be moving from the existing courthouse facility to the new administration building at 100 Catron. Could the County provide a final list of all functions that will remain at court house facility and new administration facility?

- A 3. The office location (by facility) was provided in the bridging documents.
- Q 4. At the preproposal meeting it was stated that owner provided systems would include Low voltage, IT, Fire/Life Safety, Security and Access Control, and system furniture and modular office systems. Can the County provide final list of all owner provided equipment?
- A 4. The County has indicated that the NIC items include those listed above.
- Q 5. At the preproposal meeting it was stated that the preliminary studies would need to be finalized by the Design/build Team, however the archeological report indicates that it is currently being finalized. Can the county provide a final list of all studies and reports that are being finalized by the county and what reports/studies would need to be finalized by Design/Build team?
- A 5. The studies/reports that Santa Fe County has were provided in the bridging documents.
- Q 6. Is the archeologist going to be contracted through the design/build team or will this be services provided by through the State of New Mexico Office Archeological Studies should any further recovery be necessary during construction? Is there an anticipation that the site has been cleared adequately to allow for full demolition and construction of the site without any further recovery and/or clearances?
- A 6. Part 1: The Office of Archeological Studies in under contract with Santa Fe County. Part 2: No.
- Q 7. Per RFP page 32, does the proposal format from first phase carry into the second phase? Can the County provide additional detail for format and final page count including the documents that would count against the page count?
- A 7. Submittal instructions were provided in Addendum No. 3.
- Q 8. Will Santa Fe County be providing new office furniture and systems for the renovation of the existing courthouse building?
- A 8. Yes.
- Q 9. At the preproposal meeting it was stated that contractor is responsible for all permitting fees, can the County provide a final list of all permits that would be required for the project?
- A 9. Offeror's shall investigate and determine what permits and fees are required for this project.
- Q 10. What are the energy saving requirements for the new administration building?

- A 10. Santa Fe County has not set a “savings requirement” for the new building. Including within the bridging documents Santa Fe County provided the sustainability principles as well as examples of healthy building spaces.
- Q 11. Beyond the City requirement for off street parking for public and employees, is there a need for additional county fleet parking required for administration site? If so can the County provide this info?
- A 11. Selected offeror’s shall provide there design solution to include a maximum number of parking spaces on the site, the standard for developing the number and any discussion on deviations.
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- Q 12. Will Santa Fe County consider a 1 week time extension in order to get more accurate proposals. Due to July 4th holiday week, teams will be able to receive more responsive cost proposals from the sub-contractors if they can have additional time after the holiday.
- A 12. Addendum No. 3 extended the submittal date to July 10, 2018, at 2:00 PM.
- Q 13. If the above is not considered, please confirm the time that the proposals are due on July 5th as it was not stated in the RFP.
- A 13. Phase II submittals are due no later than 2:00 PM, Local Time, Tuesday July 10, 2018.
- Q 14. On page 6 of the RFP, under item C. Scope of Work, please define the word “shell” for the new administration complex. Will this include all HVAC, power, lighting, carpet, base, paint and ceilings? It may be more clear to describe what is NOT included in the “shell”.
- A 14. Selected offeror’s shall provide there design solution that demonstrates their definition of what a shell facility is.
- Q 15. Please confirm if the Old Admin building is to be finished in a “shell” condition or will the renovated spaces be constructed and finished in their entirety?
- A 15. Selected offeror’s shall provide there design solution that clearly delineates what renovations to the existing Admin Building are being proposed. .
- Q 16. Please confirm if the project is to meet County or City parking and landscape requirements for the new administration building?
- A 16. The new administration building is not required to meet City landscaping requirements. However the site shall have landscaping.
- Q 17. Please confirm if the New Administration building is to provide a cistern to meet Santa Fe County requirements.

A 17. The new administration building is not required to meet City landscaping requirements. However the site shall have landscaping and adequate systems for storm water and landscaping systems.

Q 18. Please confirm if Testing and Commissioning is to be part of the project MACC?

A 18. Yes.

Q 19. Please clarify County provided items and services not in the Design-build contract.

A 19. NIC items include fire alarm, access control, security systems, and furniture. However the selected team shall coordinate with the County's contractors for these types of systems.

Q 20. Please confirm if low voltage items are to be part of the project construction MACC? Confirm what is included in the low voltage (I.T., Fire Alarm, Access Control, Security, etc.)?

A 20. See A 19, above.

Q 21. Please confirm that the Old Admin building is planned to be vacated during renovation.

A 21. Confirmed.

Q 22. Who will be commissioning the new and renovated buildings – County or General Contractor?

A 22. County in coordination with the selected Design/Build contractor.

Q 23. When can we expect to receive the water, gas and electricity utility bills/cost/data for the 102 Grant Street County Administration Building?

A 23. Utility usage is attached to this Addendum No. 4.

Q 24. Has the abatement taken place for the materials described in the report by ACME Environmental for the Old County Courthouse? If not, is the county covering the cost of this work and coordinating this work?

A 24. The MACC will include the abatement of hazardous materials on the site.

Q 25. Has there been an investigation done for the existing administration building related to potential hazardous materials? Is the county covering the cost of having the investigation done and the cost for any abatement that may be necessary for the existing administration building?

A 25. Yes, the existing Administration Building has done previous investigations and the issues that were identified at that time were abated. Any additional matters will be covered by the selected Design/Build team.

Q 26. During conversations with our team and others, we were informed that the HR Department will be located in the John Gaw Meem building. Will a department be moved to the new building to make room for the HR Department?

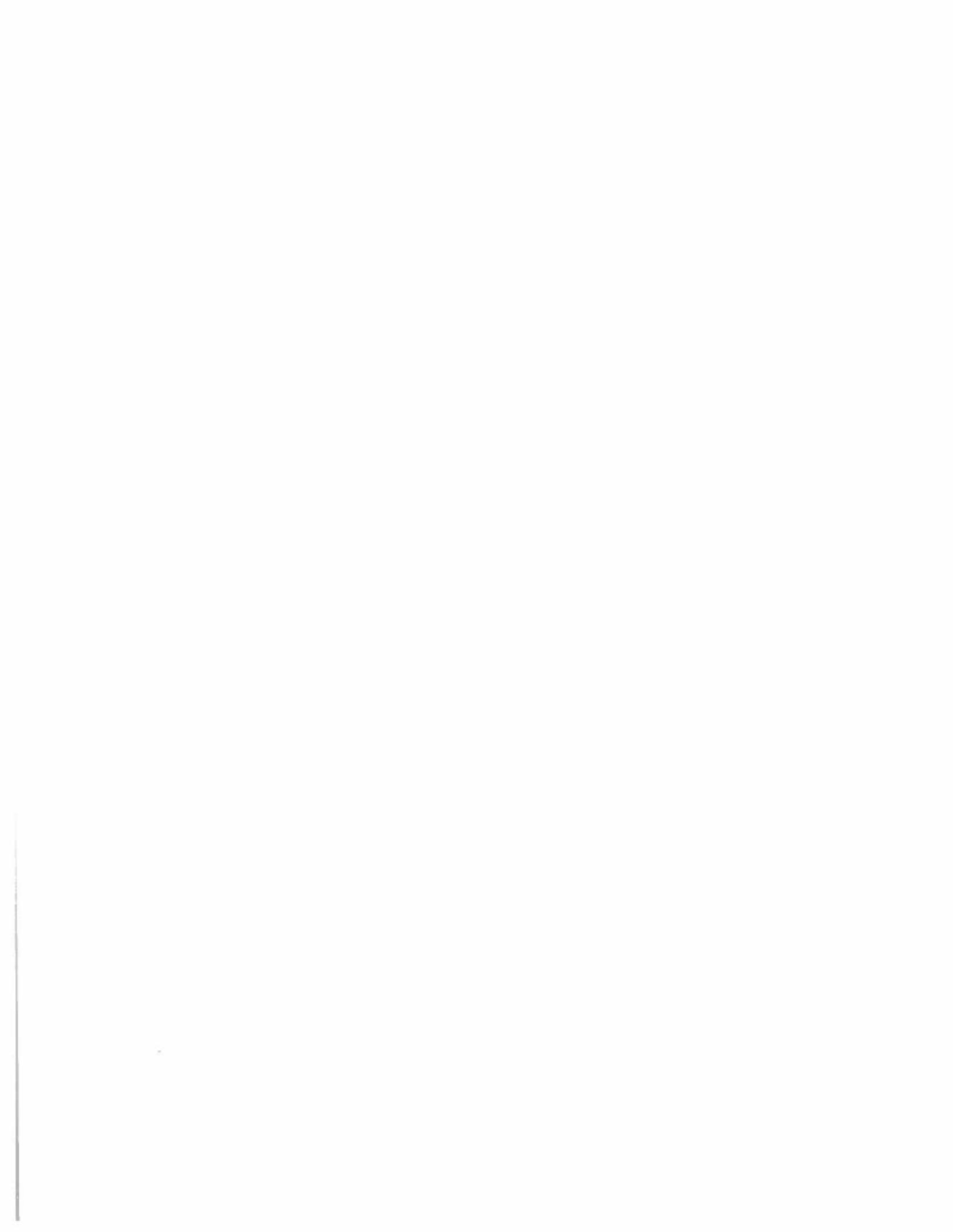
A 26. Renovation of the existing building will not begin until the new Administration Building is completed. Departments will be relocated to the new building and other sites to accommodate the renovation of the existing County Administration Building.

Q 27. Addendum 3 clarified that Format and Organization for Phase II will be the same as Phase I. Will Santa Fe County waive the page limit to accommodate for drawing sheets and other documents?

A 27. Firms are to submit two volumes in response to the Phase II submittal – Volume I is the Firms response to the Phase II Criteria Factors. Volume II is the Firms design solution and cost proposal. The page limit that is indicated in the RFP is specific to the response to the Criteria Factors. There is no page limit that applies to the Firms design solution and cost proposal.

Please add Addendum No. 1, Addendum No. 2, Addendum No. 3 and this Addendum No. 4, 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.



Santa Fe County Administrative Office Building Utility Usage

Read Date	PNM (Total kWh)	City of Santa Fe (Gallons Water)	Natural Gas	
			BP Energy (MMBTU)	NM Gas Company (MMBTU)*
Jan-16	44,320	15,600	149	
Feb-16	40,720	15,800	83	
Mar-16	38,320	22,000	45	
Apr-16	35,760	21,400	30	
May-16	37,360	23,700	15	
Jun-16	40,080	19,900	12	
Jul-16	48,480	27,300	10	
Aug-16	57,920	24,800		8
Sep-16	52,640	42,900		11
Oct-16	47,280	32,500		18
Nov-16	43,920	26,700		29
Dec-16	40,880	19,100		88
TOTAL 2016	527,680	291,700	498	
Jan-17	41,680	18,000		95
Feb-17	39,520	19,500		56
Mar-17	42,000	21,900		35
Apr-17	39,360	21,600		18
May-17	37,840	22,700		13
Jun-17	37,840	22,300		9
Jul-17	48,080	21,700		8
Aug-17	52,560	31,700		8
Sep-17	47,040	22,100		8
Oct-17	44,320	21,000		12
Nov-17	39,840	18,500		34
Dec-17	37,200	20,500		76
TOTAL 2017	507,280	261,500	372	

*NM Gas Company usage in Therms has been converted to MMBTU.
 1 Therm = 0.0999761 BTU

