

NOTICE TO PROPOSERS

ADDENDUM I

**REQUEST FOR PROPOSALS (RFP) # SAAF-1-2024 (1012)
“SITE DEVELOPMENT AND CONSTRUCTION-STARKEY ADMINISTRATION AND
ANNEX FACILITIES”**

CLOSING DATE AND TIME:

JUNE 5, 2024, 2 P.M., LOCAL TIME

This Addendum consists of nine (9) pages and this signature acknowledgment page. Please incorporate the attached information into your response.

This Addendum cover page must be signed and returned with your proposal before the closing date and time shown above. Failure to fully execute all RFP documents may be cause for rejection of your Proposal.

CHARLES COUNTY PUBLIC SCHOOLS (CCPS) RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS AND TO ACCEPT THE PROPOSAL(S) WHICH IS IN THE BEST INTEREST OF CCPS.

EXCEPT AS MODIFIED HEREIN, ALL OTHER TERMS AND CONDITIONS OF RFP # 1012 REMAIN IN FULL FORCE AND EFFECT.

DocuSigned by:

Nelson E. Sample CPPO

5/29/2024

702FA81BC78E498
Nelson E. Sample, CPPO
Procurement Manager

DATE

COMPANY NAME: _____
(print or type)

AUTHORIZED SIGNATURE: _____
Date

NAME AND TITLE: _____
(print or type)

TELEPHONE NUMBER: (____) _____

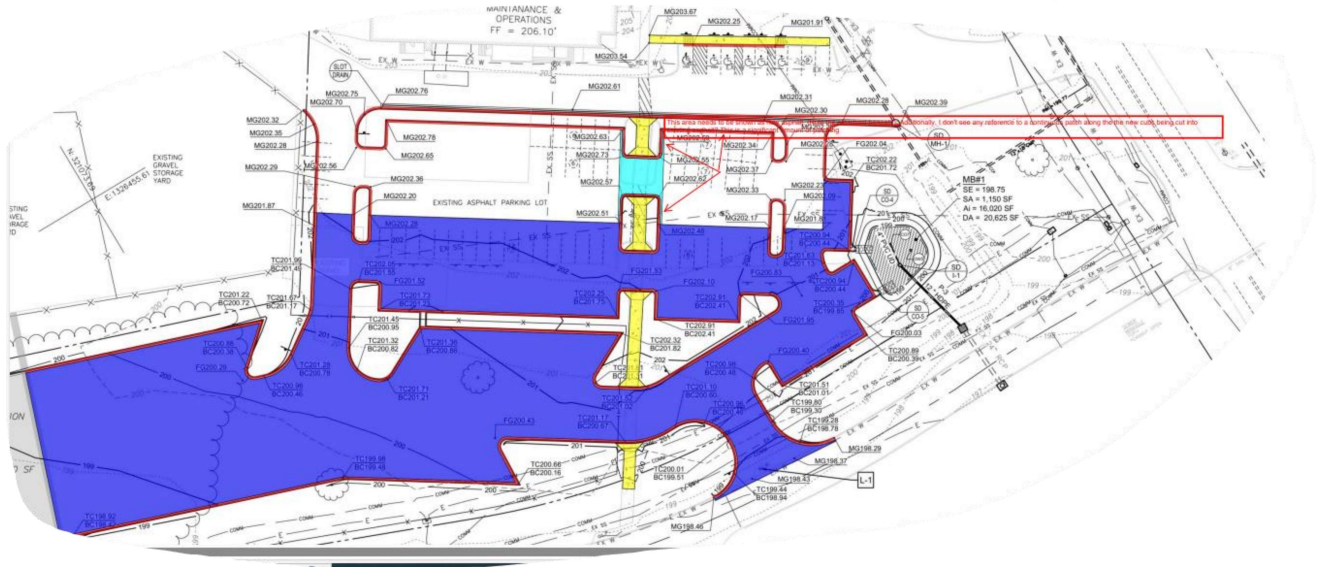
MOBILE NUMBER: (____) _____

EMAIL ADDRESS: _____

ADDENDUM 01
REQUEST FOR PROPOSALS (RFP) # SAAF-1-2024 (Oracle # 1012)
“DEVELOPMENT AND CONSTRUCTION-STARKEY ADMINISTRATION AND ANNEX FACILITIES”

Questions (Q) and Answers (A)

- Q1. I recently came across RFP SAAF-1-2024 (Oracle # 1012), which pertains to the site development and construction of the Starkey Administration Building and Annex Facilities. While our firm is not a General Contractor, we support owners like Charles County Public Schools by providing independent testing and inspections of a General Contractor’s work through third-party Construction Materials Testing and Special Inspections. How will Charles County Public Schools contract for these services for the Starkey Admin Building project? Is this responsibility assigned to the A/E or Construction Management firm overlooking the project? Or will your office directly contract these services for this project?
- A1. **The Testing and Inspections will be a third party paid by the Contractor and approved by the Owner.**
- Q2. Would you need anything from us if we were wanting to pick up the contents of the package from the Purchasing Department – specifically the drawings?
- A2. **The Bid Drawings were reposted are re-issued as part of Bid Addendum #01 and are to scale (36” x 24”).**
- Q3. Please advise on expected start and completion dates for phase 1 construction, and any other preliminary start / completion dates for additional work to be included in later phases per the 9.1.5 General Scope of Work section of the RFP.
- A3. **Phase 1 is expected to start late August or September with a negotiated completion date. Future work is “Desired Work” and will have negotiated schedules based on funding availability.**
- Q4. Please confirm proposals are to be submitted in two (2) parts, technical and price.
- A4. **Yes. The Price should be a separate envelop.**
- Q5. Will there be a pre-bid meeting/ site visit scheduled?
- A5. **No, emphasis is technical qualifications.**
- Q6. Are there Unit Prices due with the bid as noted in paragraph 6.7.5?
- A6. **No, this would just be the for 00312 as noted and included within the RFP package.**
- Q7. Please provide site lighting details for the Annex Parking Lot.
- A7. **Site lighting is not part of the initial bid and will be negotiated when funding is available.**
- Q8. This area needs to be shown as new asphalt. (Note the old island beneath). Additionally, I don't see any reference to a continuous patch along the new curbs being cut into existing asphalt? This is a significant amount of patching.



- A8. Plan revised to include full depth asphalt pavement section in area of existing curb island. See Re-issued Plans C5.0, C7.0 and C7.1 in Bid Addendum 01.**
- Q9. The heavy-duty pavement section detail on sheet C 5.2 shows 9” bank run gravel or 6” graded aggregate base. Which material is preferred for this project?
- A9. Material to be selected by contractor based on most cost effective.**
- Q10. Does the existing parking need to be milled and overlaid or should existing marking be q12.
- A10. Plan revised to show full depth asphalt replacement of existing pavement. See Re-issued Plans C5.0, C7.0 and C7.1 in Bid Addendum 01.**
- Q11. Will the existing parking be able to be blocked off during construction?
- A11. Existing parking may be blocked off in sections and during most of month of July 2025.**
- Q12. The specifications require a structure for 8 people to have a conference meeting. Due to the proximity of the offices is this required?
- A12. Eight (8) person conference room is not required however the Contractor’s Superintendent must have a small office on-site for smaller meetings.**
- Q13. I’d like to clarify the required format of the Proposal portion of the submission. The Proposal portion of the RFP (3 total copies + 1 Digital) contains items 6.1 – 6.6 within the section VI Required Format & Content of Proposal Response?
- A13. Please follow the instructions set forth in this section. All submissions proposed, should be submitted as instructed (one original, two copies and a thumb drive or CD).**
- Q14. We are to also include all documents from section 6.4 (6.4.1 – 6.4.13) within the Proposal portion of the submission?
- A14. Please only include the Attachments that require an action such as a signature or the provision of information i.e., Affidavit, reference, etc.**
- Q15. A lot of the other items within the Proposal portion of the submission have specific outlines of what is expected. Items 6.5 Statement of Qualifications & 6.6 Consulting Services don’t provide a direction,

only a bold header. To assure we are meeting your expectation, can CCPS provide a descriptor or elaborate generally on what they want to see for these portions?

A15. Please provide information/qualifications that you would consider most important and most representative of your company.

Q16. **6.2 Table of Contents** advises that this portion of the Proposal submission must include all the items set forth in items 5.1 – 5.11. These are the first several items included in V. General Terms & Conditions. Does CCPS want this section pulled out specifically & added in as a section of the Proposal Submission?

A16. No, the Table of Contents should include sections 6.1 – 6.11, not 5.1 - 5.11.

Q17. The Technical Proposal (Separate Binder) is supposed to include everything within Section 6.7, correct? Does the technical proposal get the same number of copies as the Proposal Portion? Section 6.7.5 of the Technical Proposal includes the pricing proposal form – Section 00312, which goes into a separate envelope in the back section of the Technical Binder – correct?

A17. Yes.

Q18. Section 6.7.5 of the Technical Proposal includes the pricing proposal form – Section 00312, which goes into a separate envelope in the back section of the Technical Binder – correct?

A18. Yes.

Q19. Pages of the drawings - C7.0 & C7.1 appear to have an incorrect scale of 1:10. Can you confirm the appropriate one?

A19. Incorrect scale has been revised and plans reissued as part of Addendum 01.

Q20. Many previous CCPS projects have budgeted number of fills/replacements for unforeseen subgrade conditions. Are we to include any quantity in this pricing?

A20. No. Any required fill and soil displacement will be negotiated.

Q21. On the Northern End of the job there is an area where we are cutting in curb islands and a trench drain. In this area should the contractor figure to price a 1.5-inch Mill and Overlay? With the demolition shown in this area and provision of the trench drain, there will be so much asphalt patching it may be in the interest of CCPS to M/O & will create a better appearance to the new lot we are paving.

A21. Plan revised to show mill and resurface of existing pavement.

Q22. On one of the Gravel Wetland Areas, it calls out to use a Nyloplast Drain Basin, can we substitute with a 2x2 concrete yard inlet?

A22. 2' x 2' concrete inlet is an acceptable substitution, note a cast iron dome grate must be provided.

Q23. The existing light poles on Matula Drive, are we to include installing mow strips around them?

A23. Yes.

Q24. What size is the Slot Drainpipe Diameter? Plans give a detail with all kinds of sizes but does not specify which size is to be used?

A24. Proposed slot drain is 12-inch in diameter.

Q25. How will Charles County Public Schools contract for these services for the Starkey Admin Building project? Is this responsibility assigned to the A/E or Construction Management firm overlooking the project? Or will your office directly contract these services for this project?

A25. The RFP is seeking a General Contractor or a Design Build Contractor.