

**CITY OF STAUNTON REQUEST FOR PROPOSALS (RFP # E00323)
ARCHITECTURAL, ENGINEERING AND RELATED SERVICES FOR DESIGN AND
CONSTRUCTION ADMINISTRATION OF CITY OF STAUNTON JUVENILE &
DOMESTIC RELATIONS DISTRICT COURT FACILITY**

June 20, 2023, 2:00 PM

**ADDENDA #1
June 9, 2023**

TO ALL POTENTIAL BIDDERS:

The following information is being provided in response to questions received from potential bidders. Bidders should acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject bidder to disqualification. This addendum is being posted on the eVA website and City website at the following links:

- eVA website: <https://mvendor.cgieva.com/Vendor/public/AllOpportunities.jsp>
- City website: <https://www.ci.staunton.va.us/departments/finance/procurement>

1) Q: Was the re-advertisement just to change the location?

A: The RFP was re-advertised in order to revise the scope for the new location, as well as to include the site master plan verbiage which is incumbent upon the new site. Dates were also adjusted accordingly.

2) Q: Why was the original RFP pulled? It seems to have shortened an already tight project timeline – especially design?

A: The RFP posted March 29, 2023 indicated that the project would be located at a different location (the Hardy Lot), with considerably different site characteristics. During the RFP period, a new location was determined, and the RFP was readvertised to reflect this location (2040 West Beverley Street). See also the answer to Question (1) above.

3) Q: Who will be on the proposal review and selection committee?

A: The proposal evaluation committee will be comprised of City officials/staff.

4) Q: Should demolition be included in the design scope?

A: As indicated in the RPF, a demolition plan for the 41,000-sf building to be demolished should be included in the project design.

- 5) **Q: Can we schedule a tour of the current facilities and will there be Staunton official available to outline the project?**

A: The facility is not currently available for tours.

- 6) **Q: Were the preliminary evaluation report design directions and cost estimates in keeping with the judiciary's and Board of Supervisor's desired outcome?**

A: A Space Needs Study and Concept Plan were completed for a non-site-specific facility; these are included in the RFP. These were required to assist in determining a suitable site and provide guidance for budgeting purposes.

- 7) **Q: Does Staunton have a good standing relationship with the report design firm?**

A: The firm the City tasked with providing the Space Needs Study and Concept Plan completed these as assigned.

- 8) **Q: Does Staunton believe the overall schedule to be obtainable? The Estimated Project Timeline for the Project states June 20, 2023 to receive submissions and June 2023 A&E Services to begin – time for proposal review, interview, negotiations, approvals, etc. would be less than 10 days for the A&E to technically still start in June.**

A: The City desires to hold to the proposed overall schedule as closely as possible.

- 9) **Q: Is allowance of only 7 months for full design services realistic for all design and approval processes?**

A: The City desires to hold to the proposed overall schedule as closely as possible.

- 10) **Q: Is allowance of 7 months for construction realistic based on current market conditions?**

A: The Estimated Project Timeline for Project in the RFP lists a Construction Start Date of April 2024 and a Construction Complete Date of October 2025, which is a construction period of approximately 18 months.

- 11) **Q: Is Staunton confident in new construction costs of \$515/sqft for building, site development, FF&E, Security/A/V-IT all included? \$9, 522,769/ 18,533 sqft= \$514/sqft. We are currently seeing costs of \$650/sqft including site development for similar projects under current market conditions.**

A: The estimated construction costs presented in the Space Needs Study from over a year ago may or may not necessarily reflect actual costs, particularly as market conditions change.