

Q & A – Former Bank of America City Council Renovation RFQ

1. Section 5 limits the SOQ to 20 pages excluding required forms and appendices, while the individual tab maximums total 28 pages. Please clarify (1) whether the 20-page limit or the tab maximums govern, (2) what material may be placed in appendices, and (3) whether the one-page resumes requested in Tab 3 count toward the page limit.

While we would prefer 20 pages it will not count against you if you go to 28. We do not require full 1 page resumes for each team member. One half page is sufficient.

2. Tab 4 asks how you'll keep the design "within the established budget." What is the construction budget, and the funding source?

Since this was originally written as an RFP there was a reference to budget. This should have been removed. The SOQ does not have to have any references to budget.

3. The base scope assumes AV will be design-build. Yet Tab 3 asks for a resume from a technology/AV lead engineer, and Tab 4 asks how you'll coordinate AV. What scope are you wanting from the design team? - performance specs, infrastructure and coordination only, or something more?

Since this was released we have determined that we are only looking for space needs and accessibility for AV staff and equipment. A full AV design layout will not be a part of this but may be added later.

4. The scope mentions three access-controlled entry points. Are you wanting our team to design the system, or are we only providing infrastructure for a City-standard vendor?

Access to the City Council Executive session meeting area and YPAC staff and equipment areas will need to be access controlled. Currently City secured areas are secured by RFID card readers.

5. Has a hazardous material survey been done and will abatement be part of this scope or will the City manage it separately?

Not at this time. We will complete one before any work is done.

6. Is there a move-in date or deadline that we should be targeting for project completion?

No. The phases listed in Section 4 are approximate but give a rough idea of the timeline.

7. Who will be occupying the building during construction, and what areas and functions need to stay operational?

The building will not be occupied during construction.

8. Can the bathroom area be expanded as needed?

Yes.

9. What is the size needed of the City Council Executive session meeting area?

Currently looking at a meeting room size for 25.

10. Are improvements limited to the first floor?

Yes. Currently the elevator is inoperable. So we are restricting improvements to the main floor.

11. Are there any plans for the building available?

We have posted a link to the limited plans we have on our RFP/RFQ web page.

We will post additional Q & A questions as needed.