



STATE OF NEW JERSEY

SCHOOLS DEVELOPMENT AUTHORITY

1 WEST STATE STREET
P.O. BOX 991
TRENTON, NJ 08625-0991
609-943-5955

June 18, 2012

ADDENDUM No. 1

To

REQUEST FOR PROPOSALS

For

**Design Consultant Services
JE-0016-A01**

For

**Frank R. Conwell
PS#3 & MS4
Jersey City, NJ**

RFP ISSUED May 31, 2012

By

THE NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY

PLEASE TAKE NOTICE:

PROPOSALS ARE DUE on Thursday, June 21, 2012 by 5 PM, at the Main Office of the New Jersey Schools Development Authority located at 1 West State Street, Trenton, New Jersey 08625, and must be delivered in the manner set forth in the RFP.

This **ADDENDUM No. 1** includes questions submitted electronically by 5 PM on Monday, June 11, 2012 and answers thereto and clarifications to the RFP. Questions and answers may have been paraphrased in whole or in part. Terms in this Addendum shall have the same meaning as provided in Section 1 of the Agreement, except as otherwise provided herein.

Please complete and return the Acknowledgment of Receipt of Addendum form herein as indicated, as well as acknowledging receipt of this addendum in the Technical Proposal submitted to the Authority.

A. GENERAL

- A.1** RFP Addendum No. 1 (this document) seeks to respond to questions unanswered at the Mandatory Pre-Bid Meeting of June 7, 2012, and requests for information (RFI) questions received by the Authority pursuant to the criteria established in the Request for Proposals (RFP).
- A.2** Bidders are instructed that the RFI process has been instituted to provide for a systematic and official method to respond to requests for information and/or clarification, and thus all inquiries from bidders regarding the Project must be directed to the Authority in the form of an RFI in accordance with the procedure specified in the RFP cover letter. Bidders are instructed not to attempt to directly contact Authority personnel, elected or appointed government officials, or representatives of the Project School District with inquiries regarding the Project during the selection process for the Design Consultant Services and bidders may not rely upon any information received outside of the RFI process.

B. PREBID MEETING OPEN QUESTIONS

- B.1** **Question:** Are As-Build drawings available as AutoCAD files?

Answer: No. As-Build drawings are only available as PDF files (as distributed at the pre-bid meeting).

- B.2** **Question:** At the pre-bid meeting, it was mentioned that there are deficiencies needing correction (architectural, site drainage, structural, and MEP). Is there a report on your website listing all of the deficient conditions?

Answer: Scope of work, as described in “Appendix B – Design Consultant Services, B. Scope Items” of the RFP for this procurement (and as clarified below) addresses all “deficient conditions” identified to be addressed as part of this engagement, there is no additional report available.

C. SCOPE ITEM CLARIFICATIONS

- C.1** Clarifications for Appendix B – Design Consultant Services, B. Scope Items:

- Frank R. Conwell Public School PS#3, item #1, Page 92, will now read:
“The existing fire proofing in Stairwells A, B, E, and F shall be encapsulated to protect against removal to maintain the integrity of the structure. Three code compliant alternatives shall be provided to the NJSDA identifying the design and construction costs associated with each. The preferred option will be selected by the NJSDA and documented by the design professional via the CD’s and Specifications.”
- Frank R, Conwell Middle School MS 4, item #1, Page 93, will now read:
“The existing fire proofing in Stairwells E, and F shall be encapsulated to protect against removal to maintain the integrity of the structure.

C. SCOPE ITEM CLARIFICATIONS (cont'd)

C.1 Clarifications for Appendix B – Design Consultant Services, B. Scope Items (cont'd)

Three code compliant alternatives shall be provided to the NJSDA identifying the design and construction costs associated with each. The preferred option will be selected by the NJSDA and documented by the design professional via the CD's and Specifications.”

- Frank R, Conwell Middle School MS 4, item #6, Page 94, will now read:
“Investigate the nature of the water intrusion and the repair necessary for the light fixture damaged in Room 268B as a result of water intrusion. Design the repair to rectify the water intrusion and the light repair based upon the results of the investigation.”

D. RFP'S AND RESPONSES

D.1 Question: What are the expectations of the consulting team in regards to meetings during the pre-design, design and construction? Are each of the consultants required at every meeting or just the meetings which their involvement is anticipated?

Answer: The design consultant is expected to attend every meeting. The expectation of the consulting team should be ‘required attendance’ only at meetings in which their expertise/involvement is needed to advance the project.

D.2 Question: In 3.0 of the Scope of the Design Consultant Basic Services, it mentions “meeting” but does not clearly define the number of meetings that are required by the SDA representatives during each phase. Can you indicate the number of required meetings during each phase of the project?

Answer: Section 3.0 of the Scope of the Design Consultant Basic Services refers to Appendix B for the specific requirements related to the consultant’s services for this commission. Meeting frequencies are clearly indicated for each phase of work within Appendix B. Appendix B also defines the term of the contract to be 264 days. The consultant, based on their understanding of the project and the anticipated level of effort needed to complete all tasks within each phase of work, is expected to surmise the time needed for each phase and calculate the number of meetings required.

END OF ADDENDUM NO. 1

Issued by:



Michael Anselmo

Deputy Program Director - Program Operations



<Addendum #1>

June 18, 2012

NJSDA
1 West State Street
P.O. Box 991
Trenton, NJ 08625
Phone: 609-341-5980
Fax: 609-656-4608

PROJECT #: JE-0016-A01
DESCRIPTION: DESIGN CONSULTANT SERVICES

Addendum No. 1

Acknowledgement of Receipt of Addendum

Contractor must acknowledge the receipt of the Addendum by signing in the space provided below and returning via fax (609-656-4608) or E-mail (jmcelhenny@njsda.gov).

Signed acknowledgement must be received prior to the Bid Due Date. Acknowledgement of the Addendum must also be made in the Proposal Submission.

Signature

Print Name

Company Name

Date