



City of Flint

Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers
FROM: Lauren Rowley, Purchasing Manager
DATE: **December 8, 2023**
SUBJECT: **Addendum #03 – PROPOSAL #24000525- BUILDING & SAFETY INSPECTIONS
DIVISION BUILDING RENOVATIONS**

This addendum has been issued to address the following Q&A as well as attachment “EXHIBIT G: Planning Development Upper Level Space Planning”:

1. What does the \$2.5 million improvement budget include? Only hard cost or total project cost?
\$2.5 MILLION SHOULD INCLUDE TOTAL PROJECT COST
2. Can the contingency funds identified under the Construction line items be used to cover the risk associated with:
NO, THE COST FOR DESIGNING AND INSTALLING THESE ITEMS IS TO BE INCLUDED IN THE PROPOSAL PER THE RFP SCOPING REPORT. HOWEVER, SHOULD THE CITY OPT TO CHANGE THE SPECIFICS OF THE BIDDER’S PROPOSED SOLUTIONS FOR THESE ITEMS, CONTINGENCY FUNDS MAY BE UTILIZED AT THE CITY’S DISCRETION TO COVER ANY ASSOCIATED ADDITIONAL COSTS.
 - A. **Redesign and upgrade** all non-compliant window wall glazing due to Code IECC energy requirements.
INCLUDE PRICING FOR THIS UNDER BID ALTERNATE #1 ON TASK 2. FOR REFERENCE, THIS ITEM WAS NOT INCLUDED IN THE \$2.5 MILLION PROJECT BUDGET.
 - B. Possible footing **redesign** at the bridge.
INCLUDE PRICING FOR THIS UNDER LINE ITEM #6 ON TASK 2. THE INTENT FOR THIS ITEM WAS TO INCLUDE NEW FOUNDATIONS FOR THE NEW BRIDGE.
 - C. Potential roof structure **redesign** due to equipment load.
INCLUDE PRICING FOR THIS UNDER LINE ITEM #17 ON TASK 1. THE INTENT FOR THIS ITEM IS TO PROVIDE SUPPLEMENTAL FRAMING IF NEEDED TO SUPPORT ADDITIONAL ROOF LOADS, NOT TO REDESIGN THE ROOF STRUCTURE.
 - D. Possible **redesign** of retaining wall at the southwest corner of the bridge and building that will fix and correct structural damage.
INCLUDE PRICING FOR THIS UNDER LINE ITEM #10 ON TASK 2. THE INTENT FOR THIS ITEM IS TO REPAIR THE WALL ONLY, NOT REDESIGN IT.
 - E. Provide a report that will include assessing and inspections or tests to determine the adequacy of the uncertain nature of the items listed above.
IT IS THE RESPONSIBILITY OF THE BIDDER TO INCLUDE ASSESSMENTS, INSPECTIONS AND/OR TESTING AS APPLICABLE TO DETERMINE DESIGN AND CONSTRUCTION SOLUTIONS FOR ALL ITEMS IN THEIR BID PROPOSAL.



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4. There are multiple descriptions of unknown decisions that are to be investigated during the design process. There are unknown quantities/qualities throughout the project description. These unknowns will be solved during the design process. Yet there are lump sum maximum price line items called for on the construction side for items and quantities that are yet to be determined. Please advise how contractors are supposed to determine line-item pricing for quantities that will not exist until design has started and decisions have been made. This applies to most line items under the construction section of the Summary Pricing Bid Form.

REFER TO RESPONSES ABOVE. INFORMATION ON EXISTING BUILDINGS SYSTEMS AND OWNER PREFERENCES HAS BEEN PROVIDED TO BIDDERS FOR THEIR USE IN DEFINING THEIR PROPOSED SOLUTIONS FOR PRICING PURPOSES.

- a. Design team will investigate and determine best route for HVAC system.
- b. Structural footings investigation to determine existing conditions and capacity.
- c. A certain amount of wall partition decisions will be made based upon the design response to client wants and needs.

5. The RFP currently calls for the program to be separated into two different projects under a shared budget. What will be the determining factor for the individual project budgets within the single program and how will they be shared?

PROPOSALS WILL BE SELECTED FOR EACH PROJECT BASED ON HOW WELL THE TOTAL BUDGET IS ALLOCATED, QUALITY OF BID RESPONSE AND QUALIFICATIONS OF CONTRACTOR.

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Purchasing Manager, Lauren Rowley, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____ Fax: _____ Email: _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

Thank you,

Lauren Rowley, Purchasing Manager

Planning Development Upper Level Space Planning

9/25/2023

Space	Description	Staff		Space Needs			Net Sq. Ft.	Comments / *Adjacencies
		Current	Planned	Qty	Size	Reference		
BSI								
Vestibule/Entry	Vestibule			1	8'x11'		88	Need Large Covered Drop Off Area Outside utilize remaining area for this
	Open Seating Area (w/ Chairs)			1	10'x14'		140	
	Subtotal:	0	0	2			228	
Check In Area	Workstations			2	4'x4'		32	
	Computer Check In	3	3	3	2'x5'		30	
	Counter Space & Display Board			1	5'x5'		25	
	Storage			1	5'x10'		50	
Subtotal:	3	3	7			137		
Janitors Closet								not needed in our area
Subtotal:							0	
Offices	Private Offices	4	4	4	10'x10'		400	Jack spec on open cubicals? divide by design divide by design .com
	Cubicals	9	10	10	8'x7.5'		600	
	Cubicals	2	2	2	8'x6'		96	
	Subtotal:	15	16	16			1,096	
Business Services								
Staff Lounge	Kitchenette Area	1	1		20'x40'		800	Shared with BSI
	Copier Area & Storage	2	2		10'x10'		200	Shared with BSI
	Subtotal:	3	3				1,000	
Toilets	Single Occupant Gender	0	1		8'x10'		80	Do we want public restrooms if the space will be key-card secured? Or will one/two be outside of the secured access? - Tyler Bailey
	Men's Toilet	1	2		10'x30'		600	
	Women's Toilet	1	2		10'x30'		600	
	Subtotal:	2	5				1,280	
Meeting Space	Large Conference	1	1		20'x30'		600	Mike to determine storage requirements considering conversion to digital
	Small Meeting	0	2		12'x15'		360	
	Storage	1	2		5'x10'		100	
	Subtotal:	2	5				1,060	
Stairs/Elevator	Stairs	2	2		10'x20'		400	
	Elevator	1	1		10'x10'		100	
	Subtotal:	3	3				500	
Offices	Private Offices - Dep. Dir.	1	1		10'x20'		200	Deputy Director Business Services Zoning Cord: Office Zoning Cor.(2), Planner, Licensing (x2), Admin (Admin. should be a front desk - Tyler Bailey) Will licensing share a front desk area?
	Private Offices	3	4		10'x12'		480	
	Cubicals	0	6		8'x8'		384	
	Subtotal:	4	11	0			1,064	
Community Services - (if space permits, otherwise, we will move downstairs)								
Offices	Private Offices - Dep. Dir.			1	12'x15'		180	Deputy Dir. PM(4) Grant Coord. (3) planner(3) admin (1)
	Private Offices - PM			4	10'x12'		480	
	Cubicals			8	8'x8'		512	
	Subtotal:						1,172	
Meeting Space	Small Meeting	1			10'x10'			Shared with other divisions
	Data/Server							
Subtotal:							0	
Toilets	Single Unisex	1			8'x8'			Shared with other divisions
Subtotal:							0	
Storage	Storage Room	1			10'x12'			Shared with other divisions
	Supply Closet	1			6'x8'			
	Subtotal:						0	
Net Area							6,473	
Internal Circulation Factor							30%	1942
Subtotal:							8,415	Existing Main Level is 7,000 SF