



# REQUEST FOR PROPOSALS ADDENDUM

Request for Proposals Title:	Construction Manager/General Contractor Service for the United States Postal Services Retail Space
Solicitation Number:	19-51
Addendum Number:	2
Solicitation Coordinator:	Kelly Hartle, Procurement Services Coordinator
Contact Information:	503-823-3298 or hartlek@prosperportland.us
Issue Date of this Addendum:	September 24, 2019

## 1.0 PURPOSE OF THIS ADDENDUM

PROSPER PORTLAND, the assumed business name of the Portland Development Commission, the redevelopment and urban renewal agency of the City of Portland, is issuing this Addendum to the Request for Proposals named-above (the “RFP”) to respond to questions Prosper Portland received about the RFP and post the list of attendees at the pre-proposal meeting held on September 12, 2019.

## 2.0 CLARIFICATION OF THE RFP

Prosper Portland’s answers in **bold** below.

- a) What is the cost estimate or budget for this project?

**Prosper Portland is looking to the selected firm to provide cost estimating services during the pre-construction phase of this.**

- b) What are the bonding requirements for the project?

**Prosper requires a minimum bonding capacity of \$3,000,000 per project.**

- c) The RFP mentions a new electrical service to the parking structure. Please elaborate.

**Currently, electrical supply to the entire USPS site comes from the Electrical Transformer Building located onsite approximately 150 feet north of the east end of the parking structure. That building, and all electrical equipment inside it, will be removed when the main post office building is demolished. Included in the scope of work for this project is a new electrical service from right-of-way to the parking structure and new post office.**

- d) Regarding the existing external drainage on the north of the Bulk Mail Facility/garage, if and how will this be affected by the project?

**Prosper Portland does not anticipate any impact to the existing drainage patterns.**

- e) How will the surface parking lot to the north of the garage be impacted by the construction of the retail space?

**This is a public parking lot and will not be impacted by the construction of the retail space.**

- f) The RFP mentions the loading docks need to remain operational. Please elaborate.

**There are four covered loading docks directly behind (north of) the Bulk Mail Facility. Those loading docks will be eliminated and subsumed into the new post office so that it has sufficient floor area (see the concept plan attached to the RFP). The new post office will have two (2) loading dock doors, and trucks will back up to these new docks. Since these new loading docks will not be under the parking structure deck, there will not be any concern about truck clearance.**

**The existing main building has a series of loading docks on the westerly side of the building. During the design process, the team will work with USPS to identify one or more of these loading docks that will need to be protected to allow for continued use by the postal service during construction, as the existing post office (in the main building) will remain operational until the new facility can be opened.**

- g) Is any work contemplated in the breezeway between the parking structure and the main building?

**There will not be any work scope in the breezeway. The easterly façade of the new post office will be improved in accordance with the concept plans and construction plans. As discussed above, loading deliveries will continue to take place in the existing post office during construction, so protection of that space will be important.**

**Note that the removal of the existing skybridge (connecting the third floor of the parking structure to the main building) above the breezeway is a component of the scope of work for this project.**

- h) Exhibit B – Cost Proposal, page 1 – Pre-Con Services: The first table in exhibit B is for “Pre-Construction Services” and the title says “See Exhibit X”. There was no exhibit X provided. Please provide.

**Rather than attach an additional exhibit, the scope of work for Pre-Construction Services is now better defined in a revised Exhibit B attached to this Addendum.**

- i) Exhibit B – Cost Proposal, page 1 – Pre-Con Services: There is not enough information to determine the magnitude for the amount of work being proposed. For pre-con consulting, how often should we plan to meet, and for how long will this pre-con work go for? For example, should we plan to meet every week for two hours, starting November 6<sup>th</sup>, and going until when?

**Anticipate a two-hour meeting every week, commencing on execution of a pre-construction services contract. Current project schedule indicates the design process continuing through March 2020, permitting and approvals through August 2020, and construction commencement as soon as permitting is complete, with construction estimated to take seven months. This schedule is preliminary and is subject to change as the design and approvals processes get underway.**

- j) When should we plan to start construction?

**The current project schedule estimates construction commencement in August 2020.**

- k) How many pricing exercises should we plan for?

**A total of three – one SD estimate, one DD estimate, and a final CD estimate (i.e., the Guaranteed Maximum Price). See the attached preconstruction services Scope of Work.**

- l) Will there be conceptual pricing, or will every pricing exercise be a guaranteed amount (IE: 100% design)?

**See above responses.**

- m) Is the hourly rate for task 1 only for meetings, or shall this be the rate used for all tasks, and tasks 2 through 9 to be billed at that rate, plus whatever unit price we state? Just want to make sure we are not doubling up on costs.

**Use this hourly rate for all tasks.**

- n) Item 9 (Hazardous Materials Plan) would be difficult to price without knowing the magnitude of area or materials being tested, or is this just for our own work (handling new materials)?

**Prepare a plan for handling Hazardous Materials discovered during construction.**

- o) Exhibit B – Cost Proposal, page 1 – Construction Work: How can any of this be priced right now with any amount of accuracy? No plans or specifications have been provided. Per the note at the bottom of this section, only the cost figures provided for the pre-con will be factored. So, can this section be skipped? Or, should we just take a stab at this?

**Only the pre-construction figures will be factored in the evaluation process.**

- p) Exhibit F – General Conditions for Construction Contracts: Is there a General Conditions for Pre-Construction Services? Or, is this section just for when this project moves into the construction phase

**The contract for pre-construction services will be in the form of a personal services contract. A template version of this document can be found on our website: [http://prosperportland.us/wp-content/uploads/2017/04/PSC\\_Template\\_Under50k.pdf](http://prosperportland.us/wp-content/uploads/2017/04/PSC_Template_Under50k.pdf)**

**The resulting GMP contract for construction will be subject to Exhibit F General Conditions and potential supplemental conditions, as well.**

- q) What are the expected business operating hours for contractors?

**Normal business hours – see response to next question.**

- r) Are there specific timeframes for noise variances for USPS employees?

**That is unknown at this time. Note that USPS will provide input during the design process, during which time a construction work plan will be developed, which will include their input. The plan will address proposed phasing, staging, sequencing of work, duration of work within work zones, typical hours of work, areas and variances required where work outside of typical hours is anticipated, including number of shifts and weekends, field office needs, contractor parking requirements during construction, approaches to limiting contractor parking demand, use of public roadways and plans for storage of construction equipment, job trailers, portable toilets, etc., work and staging site security provisions including prompt graffiti removal, coordination of work with public including utility disruptions, protection of private and public properties, dust control measures, dirt/debris control measures, noise and vibration control measures and monitoring, storm-water management, erosion control measures, construction zone pedestrian and vehicular traffic management including signage, typical work hours, temporary road closures or detours and duration/permits required, emergency vehicle provisions, maintenance of access to all properties, public safety protections, and construction restrictions during special events and/or moratoriums.**

- s) Will a Bonding letter be required during a time of bid?

**No. But bonds will be requires prior to execution of the GMP contract.**

### **3.0 PRE-PROPOSAL CONFERENCE ATTENDEES**

The sign-in sheet from the pre-proposal conference and tour is attached as Addendum 2, Attachment B.

#### **4.0 GENERAL INSTRUCTIONS**

This Addendum constitutes an integral part of the RFP and is to be read in conjunction with the RFP. Unless specifically changed by this Addendum, all other requirements and provisions of the RFP remain unchanged. Capitalized terms used in this Addendum without definition have the same meaning ascribed to those terms in the RFP. It is the responsibility of all Proposers to conform to this Addendum and modify their proposals accordingly.

## EXHIBIT B. COST PROPOSAL

**Instructions.** Complete and return this form with your proposal to propose the cost of the work. Please print clearly or type. A Word version of this document can be downloaded under the “USPS Interim Post Office Construction” project folder at [www.prosperportland.us/bids](http://www.prosperportland.us/bids).

**Proposer:** \_\_\_\_\_

### Preconstruction Services (See the Scope of Work below)

Task No.	Task	Unit	Anticipated Quantity	Unit Price	Total Price
1	Pre-Construction Consulting	Hour		\$ _____	\$ _____
2	Equity Policy Contracting Plan	N/A		\$ _____	\$ _____
3	Project Design CM/GC Review Report	N/A		\$ _____	\$ _____
4	Early Bid Packages and Long-Lead Items Report	N/A		\$ _____	\$ _____
5	Construction Contracting Plan	N/A		\$ _____	\$ _____
6	Construction Schedule	N/A		\$ _____	\$ _____
7	Construction Cost Estimates	N/A		\$ _____	\$ _____
8	Construction Safety and Security Plan (including non-disturbance of Ongoing Uses)	N/A		\$ _____	\$ _____
9	Construction Hazardous Materials Plan	N/A		\$ _____	\$ _____
				<b>Total Price</b>	\$ _____

### Construction Work

Estimated Cost of the Work (purely for high-level cost estimating purposes)	Cost Estimate
Construction of the Facility	\$ _____
Parking Garage Electrical Service	\$ _____
Parking Garage repairs (concrete repairs, waterproofing coat, top/traffic coat, restriping of ground floor)	\$ _____
CM/GC Fee: _____%	\$ _____
General Conditions	\$ _____
<b>Total Estimated Cost (including CM/GC fees)</b>	<b>\$ _____</b>

ONLY THE COST FIGURES PROVIDED FOR THE PRE-CONSTRUCTION PHASE WILL BE FACTORED INTO THE EVALUATION AND SELECTION PROCESS.

**SALVAGE AMOUNT (ESTIMATE)**

---

Description	Units	Unit Price	Estimated Total
			\$
			\$
			\$

Proposer: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

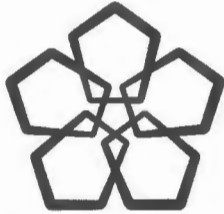
[remainder of page left intentionally blank]

## Preconstruction Services: Scope of Work

Task No.	Task	Activities and Deliverables
1	Pre-Construction Consulting	Consult with, advise, assist and provide recommendations to Prosper Portland and design team on the design of the Facility. Recommendations will focus on construction feasibility, staging, phasing, access, temporary facilities, and cost and schedule implications of design decisions. Provide advice on construction scopes to reduce/eliminate work and facilitate a rapid, accurate, and competitive bid for the final GMP contract.
2	Equity Policy Contracting Plan	Work with Prosper Portland to finalize and submit a contracting plan that maximizes opportunities for Certified Firms – especially disadvantaged business (DBE), minority-owned businesses (MBE), and women-owned businesses (WBE) – in accordance with Prosper Portland’s Business Equity Program. Develop a final management plan to oversee equity policy implementation and to ensure consideration of Certified Firms. Work with Prosper Portland to finalize a plan in accordance with Prosper Portland’s workforce training and hiring program requirements (see EXHIBIT E). Develop and submit proposed management plan to implement such workforce training program.
3	Project Design CM/GC Review Report	Collaborate with the design team to assist their preparation of schematic design (50%) plans, design development (75%) plans and construction documents (100%). The final construction documents should be completed not less than 30 days prior to field mobilization.
4	Early Bid Packages and Long-Lead Items Report	Advise on schedule and scope and perform a review of final construction documents and specifications for bid packages based on a schedule that meets project milestones. Identify any and all long-lead items that should be procured prior to completion of the design plans so that the schedule can be met and/or delay risk minimized.
5	Construction Contracting Plan	Work with Prosper Portland to finalize and submit a contracting plan and Guaranteed Maximum Price (“GMP”) for accomplishment of all construction. Recommend packaging of the work to facilitate competitive bidding and award of trade contracts. Recommend which work, if any, should be procured through best value selection, in lieu of low bid. Identify work which the CM/GC proposes to self-perform, and how competitive pricing will be accomplished for that work. Ensure the plan includes provisions for the collection and documentation of lien waivers from all subcontractors and material suppliers. Provide input to Prosper Portland and the design team regarding current construction market bidding



		climate, status of key subcontract markets, and other local economic and weather-related conditions. Recommend division of work to facilitate bidding and award of trade contracts, considering such factors as bidding climate, weather, improving or accelerating completion, minimizing trade jurisdictional disputes, and any other related issues.
6	Construction Schedule	Prepare and submit a detailed baseline CPM schedule for Prosper Portland approval. The schedule shall be used for schedule management and shall be updated monthly to be consistent with progress payments during construction. Continuously monitor and update the Project Schedule and recommend adjustments in the construction bid packaging to ensure completion of the Project in the most expeditious manner possible.
7	Construction Cost Estimates	Prepare three cost estimates for the Project – based on (i) the 50% Schematic Design plan set, (ii) the 75% Design Development plan set, and (iii) the 100% Construction Documents set. Notify the Project Team immediately if cost estimates appear to be exceeding budget or GMP. Identify feasible cost reduction options, including projected cost savings offset with any additional design costs, to bring costs within budget.
8	Construction Safety and Security Plan (including non-disturbance of Ongoing Uses)	Prepare and submit a safety plan for use during construction. Develop the plan to ensure the work will be completed in accordance with Prosper Portland’s safety certification process, including ensuring the complete certification of all certifiable items by turnover to Prosper Portland. Ensure one focus of the plan is on known and suspected hazards.
9	Construction Hazardous Materials Plan	Prepare and submit a plan to handle unanticipated hazardous materials that may be encountered during construction. Review remediation plans and identify cost implications.



PROSPER  
PORTLAND

Building an Equitable Economy

REQUEST FOR PROPOSALS #19-02

PRE-PROPOSAL MEETING: SIGN-IN SHEET

Name	Firm	Phone	Email
<u>MICHAEL MARTIN</u>	<u>NW INFRASTRUCTURE</u>	<u>503.235.6392</u>	<u>INFO@nwi-corp.com</u>
<u>Alexi Meuwissen</u>	<u>Bremik Construction</u>	<u>503.914.8672</u>	<u>am@bremik.com</u>
<u>Trevor DeWor</u>	<u>Bremik Construction</u>	<u>503.688.1000</u>	<u>td@bremik.com</u>
<u>ISRAEL RODRIGUEZ</u>	<u>FULCRUM CONSTRUCTION</u>	<u>503-939-5739</u>	<u>israel@fulcrumpdx.com</u>
<u>Marc Klapper</u>	<u>Colas Const</u>	<u>771.221.9887</u>	<u>ESTIMATING@COLASCONST.COM</u>
<u>Alex Colas</u>	<u>Colas Const</u>	<u>503-493-2558</u>	<u>alex@colasconstruction.com</u>
<u>AARON ARNOLD</u>	<u>FULCRUM CONSTRUCTION</u>	<u>971-330-0751</u>	<u>aaron.a@fulcrumpdx.com</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>