



South Orange County Community College District

RFQ&P No. 2836-2021:

DSA Inspection Services for Various Projects at Irvine Valley College

Addendum No. One (1)

March 8, 2021

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Purchasing and Contracts Manager

Note:

All documents remain unchanged except section or parts added to, revised, deleted and/or clarified by this Addendum.

1. Proposal Form D: Fee and Rate Proposal has been replaced in its entirety through this Addendum. The Revised Proposal Form D: Fee and Rate Proposal is attached to this Addendum. Firms are required to provide pricing for BOTH Project Group 1 AND Project Group 2.
2. The construction values for three of the projects in Project Group 2 have been updated as follows:
 - Gym Bleachers Replacement: Estimated Cost of Construction: \$500,000.
 - Fire Alarm Panel Replacement: Estimated Cost of Construction: \$730,000.
 - PE200 Natural Gas Generator (Task 1) & Touchless Drinking Fountains (Task 2): Estimated Cost of Construction: \$600,000.
3. The responses to the Request for Information submitted by the deadline of 5:00 PM on March 4, 2021 as well as the responses to the questions asked during the optional pre-proposal meeting on December 5, 2020 are shown below:

Q1: Are two completely separate proposals being requested? One PDF for Project Group 1 and one PDF for Project Group 2?

A1: One proposal is being requested, however Proposal Forms B and C require a separate proposal form for Project Group 1 and Project Group 2. Firms are required to provide pricing for both Project Group 1 and Project Group 2 per the attached Revised Proposal Form D Fee and Rate Proposal.

Q2: How many Inspectors will be requested?

A2: Ideally, we would like to have one inspector per group of projects; However, the ability for any inspector to gain approval through DSA to take on multiple projects is subjective. Each firm will need to gauge each proposed inspector's qualifications when responding to the RFQ&P and respond accordingly.

Q3: Will 1 IOR be handling Project Group 1 full-time and a second IOR for Project Group 2 full-time?

A3: Group 1 inspection services will require a full time inspector the entire duration of the projects. It is anticipated that Group 2 inspection services will require 4 hours per day through October 2021 and full time thereafter.

Q4: Regarding Form D (Fee and Rate Proposal), we are asked to provide a “proposed fee schedule that includes fully burdened hourly rates for each title/individual proposed for the work” and to “indicate the billable hourly rate and estimated total hours required to fulfill their duties”, but the tables provided for each group ask only for a TOTAL COST.

- Are you asking for one TOTAL not-to-exceed COST for each project OR a detailed fee schedule including hourly rates for each individual proposed for the work?
- In order to provide an accurate not-exceed TOTAL or a more detailed cost estimate, we will need to see the (a) project plans, (b) construction schedule and (c) project manual, and (d) DSA 103. Can you please provide these four items?

A4: Based on the specific project information contained within the RFQ&P and answers above each firm should seek to understand project durations and apply an hourly rate to determine a general lump-sum value for services. This number will be used purely for establishing a contract value sufficient to provide inspection services throughout the project(s) duration. Evaluation of inspection fees will be based on hourly rates, and once engaged in the project hourly work at the established rate will be the basis for billing.

Q5: Where can we get the RFQ/P document that you just reviewed with the group? I could not locate.

A5: The RFQ&P document is available on the District’s website at www.socccd.edu under the Bids link.

Q6: Just to clarify, is the District expecting one inspector for each project group? Or are we meant to decide on our own what’s necessary?

A6: We anticipate that one Class II inspector will be required per project group, and that is our preference. If firms would like to deviate from that structure we will consider alternatives.

Q7: In the past, SOCCCD has been allocating the hours for us to bid on specific projects. Please confirm you will be wanting full time people or, if part-time, you will be providing hours allocated for actual projects. Full Time or Part Time?

A7: See answer to Question 3.

Q8: Will the District accept a Class I with a Project Engineer Assistant instead of two Class II inspectors?

A8: We anticipate that one Class II inspector will be required per project group, and that is our preference. If firms would like to deviate from that structure we will consider alternatives.

Q9: Do we have to assign only one inspector to each project? -- or in other words, does the same inspector need to remain with each project - or can we propose a team of inspectors who will service each project?

A9: It is our preference to limit the number of inspectors for continuity. DSA may also take exception to this.

Q10: The proposal asks for "not-to-exceed" total; how will this be addressed if the hours eventually exceed the total due to IOR requested inspections.

A10: See answer to Q4 above. After the lump-sum value of the agreement is established, any overage due to changing project duration can be addressed by amendment to the agreement.

Q11: Since there are only 2 A#s, will you require one daily per project group or per individual project?

A11: For the most part, each project within each Group will have an A#. One daily per project group is acceptable for our purposes. However, DSA may require reporting per individual project.

Q12: In our total estimates did you have an estimated close out duration you would like us to include or should our estimates be strictly based on our estimated time on site?

A12: For ease of comparison, each firm should assume a closeout duration of one month.

Q13: Is there time for plan review?

A13: For the most part, yes. Projects will have staggered starts and we will endeavor to provide a plan review window prior to the notice to proceed. The B200 project will have little pre NTP time due to time constraints.

Q14: Just to confirm - all projects will be full time (8 hours per day) for duration except which ones are part time (4 hours per day)?

A14: B200 and Gym Bleachers, both within Group 2, will be 4 hours per day April 2021 to October 2021. All other projects will require full time inspection.

REVISED PROPOSAL FORM D
***Revised per Addendum No. 1 on 3/08/21**
FEE AND RATE PROPOSAL
FIRMS SHALL PROPOSE FEES FOR PROJECT GROUP 1 AND 2

The proposed fee schedules shall include fully burdened hourly rates for each title/individual proposed for the work. It is the proposer’s responsibility to understand the complexity of the District as well as the complexity of the proposed work and to submit a not-to-exceed fee accordingly using the form below.

Fees shall be firm and fixed.

Indicate the billable hourly rate and estimated total hours required to fulfill their duties. Such rates shall include all labor, materials, overhead and profit (OH&P), and other direct and indirect costs including incidental travel. Actual contract rates and project fees will be subject to negotiation prior to issuance of any agreement.

1. FEE AND RATE PROPOSAL FOR PROJECT GROUP 1

Hourly Rate	\$
Number of Hours	
Fee Subtotal	\$
District Controlled Allowance	\$ 5,000.00
TOTAL FEES FOR PROJECT GROUP 1	\$

2. FEE AND RATE PROPOSAL FOR PROJECT GROUP 2

Hourly Rate	\$
Number of Hours	
Fee Subtotal	\$
District Controlled Allowance	N/A
TOTAL FEES FOR PROJECT GROUP 2	\$

[SECTION 3 – RATES FOR ADDITIONAL SERVICES ON FOLLOWING PAGE]

3. RATES FOR ADDITIONAL SERVICES

The following rates shall Apply to Project Group 1 AND Project Group 2, which include overhead, administrative cost and profit, shall be utilized in arriving at the fee for Additional Services. The hourly rates reflected below shall be effective as of the date of execution of an Agreement between the District and the Firm.

Service/Discipline	Position/Title	Proposed Hourly Rate
		\$
		\$
		\$
		\$
		\$
		\$
		\$
<i>Duplicate as necessary for ALL services/disciplines, positions/titles and proposed hourly rates.</i>		