RFP – ADDENDUM #1
Ridgewater College (RWC) – Roof Replacement C1, C5, C6, S1, S2, S3
November 24, 2020

Meeting Attendees:
See attached sign-in sheet for mandatory pre-proposal meeting attendee list.

Overall Questions:
1. Page 6, Milestone Dates: Change the year of all design deliverables to 2021.
2. Are existing drawings available in a digital format?
   No. Physical plans are available for use by the awarded design team. There are no electronic building base drawings to use, so consultants should plan to create limited background drawings from existing plans.
3. Is there an updated asbestos survey? If not, would this be part of the Consultant’s duties?
   The Owner will procure an updated survey prior to the start of the design work. We don’t believe there is asbestos present with the exception of potentially the drain bowls. This service should not be part of the A/E proposals.
4. Please clarify all masonry mortar testing and asbestos testing and abatement and monitoring work for this project will be coordinated and paid for by the Owner; or will the design team be responsible for coordinating some portion of this work?
   Answered above. Any testing and abatement related coordination is by the Owner.

Questions regarding team needed:
5. Is attendance at the mandatory pre-proposal meeting needed for the lead firm?
   Yes, the meeting was mandatory. It was encouraged that key sub-consultants attend as well to see the existing conditions for themselves. The firms submitting proposals for this project have to have attended this pre-proposal meeting.
6. Does the Owner intend to hire an Owner’s Representative?
   The Owner reserves the right to hire an Owner’s Representative later in design if desired.
7. Is it your intent that the Roof Observer be part of the design team? Or will the Roof Observer be hired by the Owner separately?
   Per page 13 of the RFP, the A/E firm needs to include roof observations services as part of this solicitation. However, we encourage a team approach to this project because though it is primarily roofing, there is also a wall and envelope component and mechanical engineering as well as project management that could be provided by others.
8. Should the fee for roof specific testing capabilities (page 2 of the RFP) be included in the consultant fees?
   We would like the A/E team to arrange for roof specific testing, as the RFP requires.

Questions regarding project scope:
9. The question was asked if the mechanical design should only replace “like with like” with equipment or will the Mechanical Engineer need to conduct a wider analysis of mechanical systems serving these areas

Minnesota State is an affirmative action, equal opportunity employer and educator.
The campus sees these as straightforward equipment replacements and doesn’t anticipate making major changes to the mechanical distribution systems for these two areas. There is no ductwork cleaning or ductwork replacement planned. However, if the successful engineer recommends equipment changes, or if that is required to meet current energy codes, the engineer should recommend that during the Schematic Design phase. Uhl is the campuses controls contractor.

10. There was a question raised about the extent of design the Mechanical Engineer should undertake regarding the needlepoint bipolar ionization process?
   This was an item the campus was curious about but at time, omit this item from this RFP.

11. Will the construction be handled with a single prime contract?
   It is anticipated that the CD’s will be issued in one phase to one prime contractor who might or might not be a roofing or HVAC company. The bidding strategy will be reviewed with the successful A/E team during design and if early bid packages were advantageous to the Owner, the A/E fee would be amended to reflect this change.

12. What is the age of the existing roof areas?
   See the Pre-Design.

13. How much of the precast stone fascia on building/roof C5 should be replaced—is that in its entirety? Should the design team plan to review varying options for replacement?
   Yes, Page 4 of the pre-design calls for them all to be replaced. The campus has some concern with going back in with new stone panels, only to have them also fail in a certain amount of time. It will be part of the scope of work to evaluate options during design to come up with a design that will provide a lasting solution.

14. Is the through wall flashing replacement only to be completed on the northwest face of the C5 building/roof as it transitions to the lower C4 roof or is that also to be installed at the transitions between C5 and roofs C6 & C7? Are there any other locations where through wall flashings need to be installed?
   All we have to go by is the pre-design at this point and this question will need to be validated by the new A/E firm early in design. Some minor wall repairs were done in the past and we can supply the plans from those project. We are open to doing some destructive testing during design if needed to verify existing conditions and validate the full scope needed for a successful project.

15. How does the Owner allow for existing roof insulation that is in good condition to remain in place through the bid process? Does Minnesota State allow for Unit Pricing on the Bid Form and then hold a contingency fund for an estimated amount of insulation replacement?
   Yes, we do allow allowances, unit prices and we do carry contingency funds for the project. All of those are good bidding strategies that we would develop with the successful A/E firm.

16. Are pdf files an acceptable electronic format for the “As-Built” Record Documents? (Page 9 of the RFP) If no, what is an acceptable format?
   Pdf’s are fine, as well as AutoCad files if you have them. The Owner would make them available for future projects in that same area.

Kip Oveson, Physical Plant Director, Ridgewater College
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