



ADDENDUM #2
Housing and Human Services
Architectural and Engineering Design Services for Willoughby Corner
(120th Street and East Emma Street, Lafayette, CO)
RFP # 7217-21

April 14, 2021

The attached addendum supersedes the original Information and Specifications regarding RFP # 7217-21 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

ARCHITECTURE AND MASTER PLANNING QUESTIONS

1. Question: The schedule on page 11 of the RFP shows Proposals due on April 16th, but A/E design not starting until August. Can you please provide a more detailed timeline in terms of anticipated work start and end times; or, should we assume August 1 to October 31, 2021?

ANSWER: Early to mid-May notice of award with notice to proceed late May or early June.

2. Question: What is the projected timeline for construction?

ANSWER: TBD.

3. Question: How many variations do you expect for each building type (i.e. ideal unit mix)?

ANSWER: At least 2 but not more than 4 for each.

4. Question: How would you like to phase the project? By location, by building type, etc.?

ANSWER: TBD.

5. Question: What is the expected duration of phasing/build-out?

ANSWER: TBD.

6. Question: What are your desired schematic designs deliverables? In particular, for structural design, are you looking for a narrative and Bluebeam 2D framing plans for the prototype for each building type?

ANSWER: Typical schematic and not likely.

7. Question: Would you please provide a copy of the City's Comment on the submitted preliminary plan?

ANSWER: Refer to City website for comments provided from Preliminary Plan.

8. Question: How many different types of Duplexes layouts will there be? In the various drawings some show all the same and other drawings show several different types of duplex buildings.

ANSWER: Same response as #3.

9. Question: How many different Townhouse building unit types and configurations are expected? Again, some plans show them all the same and other show several different types.

ANSWER: Same response as #3.

10. Question: Is there any matrix of anticipated total areas of the different building types? Duplex, Townhomes, Multi-Family, Community Center.

ANSWER: Number of units and their type but no area, TBD.

11. Question: How many unit configurations for 1 bed, 2 bed and 3 bed units are expected to be developed for each of the building types (duplex, townhouse, multi-family, senior multi-family)?

ANSWER: At least 2 but not more than 4.

12. Question: What will be needed for submittals for final last phase of the zoning and entitlements process require for architectural design? Elevations? Massing studies? Floor plans? Building sections?

ANSWER: Typical SD drawings that meet City of Lafayette requirements.

13. Question: Will renderings be required for these public presentations or will elevations, floor plans, etc. be adequate? If renderings, by building type or streetscape?

ANSWER: Yes, 2 to 4 in coordination with Norris Design as required for City approval.

14. Question: Do you have specific submittal requirements from the City of Lafayette for the last phase of the zoning and entitlements process that you can share with proposing teams?

ANSWER: Per #12.

15. Question: Will Phase 1, 2, and 3 be submitted concurrently or will they be staggered over time?

ANSWER: Concurrent.

16. Question: Is there a matrix for square footage unit sizes for 1 bed, 2 bed and 3 bed units for each of the building types?

ANSWER: Same as #10.

17. Question: What is the expected size of the community center buildings? We are assuming one story, is this correct?

ANSWER: Yes, there are two buildings totaling 10,000 s.f.

18. Question: Is it all surface parking?

ANSWER: Yes, but with some car ports and garages.

19. Question: Please Clarify what is meant by a Scope of Services for architectural and engineering services needed to assist in completing the vertical design and required submissions for the last phase of the zoning and entitlement process? Please clarify especially when referenced in the scope to "Building design"? Per AIA scope of services is this entitlement and schematic design services?

ANSWER: Yes, per City of Lafayette Requirements for approval.

20. Question: It is assumed that the scope DOES NOT include any Design Development, Construction Documents [construction drawings/specifications] or Construction Administration Services – is this correct?

ANSWER: Yes.

21. Question: What is driving the timeline for the project? From Sketch Plan approval in Sept. 2019, Draft Preliminary Plan on March 27, 2020, to now is a long gap.

ANSWER: Balancing resources due to COVID-19.

22. Question: What is the anticipated construction schedule?

ANSWER: TBD.

23. Question: How many phases are anticipated?

ANSWER: TBD, Concurrent for the purposes of this RFP.

24. Question: Are the townhomes to be 2 or 3 stories?

ANSWER: TBD Mix of 1, 2 or 3.

25. Question: What is the status of the rezoning application?

ANSWER: 2nd Preliminary plan submittal to include selected A/E firm.

26. Question: Are duplex 1 or 2 story?

ANSWER: TBD 1 or 2 Story.

27. Question: Is community building 1 or two stories?

ANSWER: 1 Story.

28. Question: Should we plan to permit each building individually?

ANSWER: TBD, Not in scope of this project.

29. Question: At this stage, do you require a consultant for geothermal and / or photovoltaic design?

ANSWER: No, at next portion of the scope, BCHA would like to know the full team because energy modelling is a high priority. Hourly rates are only required for the A/E team. Submit whole team resumes.

30. Question: Does the A/E team need to provide cost estimating services. If not, how will BCHA estimate the cost during the Pre-Development Phase?

ANSWER: BCHA will bring on a CM/GC in the future. Not a part of this scope.

31. Question: Should the A/E team include a HERS Rater and / or Energy Modeler for the Pre-Development Services as described on page 10 of the RFP?

ANSWER: No, at next portion of the scope, BCHA would like to know the full team because energy modelling is a high priority for us. Hourly rates are only required for the A/E team. Submit whole team resumes.

32. Question: Will Commissioning be required? If so, will it be a part of this contract or will it be procured separately?

ANSWER: Perhaps and separately.

33. Question: On page 7, toward the end of the second paragraph, the RFP implies that there will be an additional 80 homes that will be unrestricted market-rate rental or ownership, are these to be included in the scope of work? Or are we misinterpreting this breakdown of unit types? Based on the Planning Commission Decision Memo, there is no mention of a market rate component to the site, only that 20% (80 units) will be for-sale. Please clarify.

ANSWER: For sale for a portion of individual lots. Whether they are market rate or below market rate is TBD.

34. Question: Will cost estimates be a part of the effort by the design team?

ANSWER: At Schematic Level, Yes.

PUBLIC ENGAGEMENT QUESTIONS

35. Question: What is the continuing scope of work for The Pachner Company for public engagement and community outreach? What is their entitlement scope of work?

ANSWER: The Pachner Company (TPC) will continue to lead all public engagement and community outreach. The A/E team will support TPC with shared presentation and material. TPC will facilitate public presentations to Planning

Commission and City Council in addition to grassroots and organized community outreach. The A/E will have supporting roles during targeted meetings of the ELAC as well as Planning Commission and City Council.

36. Question: How many community engagement events are anticipated that the A/E team will need to attend?

ANSWER: The A/E team will be asked to attend a maximum of four community meetings (ELAC, required city meeting, community open house). The A/E team will also participate in the Planning Commission and City Council public hearings. The A/E team will provide material for presentations for other neighborhood meetings.

37. Question: Will there be additional public meetings as part of the last phase of the zoning and entitlements process, including with the Lafayette Planning Commission and City Council, as well as with the East Lafayette Advisory Committee. How many are expected?

ANSWER: The A/E team will be asked to attend a maximum of four community meetings (ELAC, required city meeting, community open house). The A/E team will also participate in the Planning Commission and City Council public hearings. The A/E team will provide material for presentations for other neighborhood meetings.

38. Question: Will there be presentations to BCHA leadership? Presentations to the City of Lafayette? If so, how many, and are they accounted for in the timeline?

ANSWER: In addition to the answers provided above regarding public meetings, the A/E team will present once to the existing BCHA Willoughby Corner team. This will be a workshop type presentation/discussion to determine final direction on architectural material.

39. Question: How many community meetings and what will the engagement process look like?

ANSWER: The Pachner Company (TPC) will continue to lead all public engagement and community outreach. The A/E team will support TPC with shared presentation and material. TPC will facilitate public presentations to Planning Commission and City Council in addition to grassroots and organized community outreach. The A/E will have supporting roles during targeted meetings of the ELAC as well as Planning Commission and City Council.

CIVIL QUESTIONS

40. Question: What is the scope for the civil engineer that will be on the architecture team?

ANSWER: A/E team will not require civil engineering. Drexel Barrell will provide all civil engineering services.

41. Question: Can Drexel Barrell provide the soil compaction and inspection through BCHA as mentioned on page 9 and page 10 of the RFP? Please note, typically architectural professional liability insurance does not cover any type of soil testing; therefore, it would be preferable if BCHA would provide the soil test results to the A/E team.

ANSWER: Yes, this can be provided to the selected A/E team when needed.

42. Question: Does this Proposal require the A/E team to include a Civil Engineer, or will Drexel Barrell provide all Civil Engineering services as described on page 10 of the RFP?

ANSWER: Same as #40.

43. Question: In item 5. Civil Engineer Services, it stated soil compaction and inspection. Does that mean Boulder County Housing Authority is looking for the Civil group to provide a geotechnical engineering study as part of their scope or does the Authority anticipate providing geotechnical engineering separately?

ANSWER: Same as #40, 41.

44. Question: We don't typically include civil engineering services as part of our architectural scope and contract. These are services that are acquired and retained by the owner. If we exclude civil engineering services in our response, will we be automatically disqualified or ineligible for consideration?

ANSWER: No because Drexel Barrell is the civil for this scope.

45. Question: BCHA has 2 different Civil Engineering teams on the existing Client consultant team. Page 10 #5 of the RFP calls for Civil Engineering services. Can we assume that these services are just the Civil components within 5' of each building to support the vertical components of the site plan?

ANSWER: Same as #40, 41.

46. Question: Is a Geotechnical report available, if not will this be the responsibility of the A/E team?

ANSWER: Not part of A/E scope. This can be provided to the selected A/E team when needed.

47. Question: What Civil scope will the engineer hired for this RFP be doing related to vertical elements, since Drexel Barrell is handling site overall design and plans....is it just internal building grading and site utilities?

ANSWER: A/E team will not require civil engineering. Drexel Barrell will provide all civil engineering services.

48. Question: What about stormwater? That is not clearly mentioned.

ANSWER: Same as #47 above.

49. Question: In reading the RFP it seemed scope for civil engineering and Geotechnical engineering scope items were being mixed up as it mentions "... civil engineering services (including soil compaction and inspection) will be needed for the vertical components of the architectural design" Will services of the proposing team need to include Geotechnical engineering? Will a soils investigation and report be provided by BCHA?

ANSWER: Not part of A/E scope. Geotech can be provided to the selected A/E team when needed. Drexel Barrell will provide all civil engineering services.

50. Question: Is a civil engineering firm required to be a part of the proposal and/or a geotechnical engineering firm? The scope listed on page 10, item #5 seems to be for a geotechnical engineering firm.

ANSWER: Not part of A/E scope. Geotech can be provided to the selected A/E team when needed. Drexel Barrell will provide all civil engineering services.

51. Question: How will stormwater detention be handled?

ANSWER: A/E team will not require civil engineering. Drexel Barrell will provide all civil engineering services.

52. Question: Will Drexel Barrell produce the city entitlement documents?

ANSWER: For the scope of this RFP yes.

53. Question: Will Drexel Barrell produce the site construction documents for the project?

ANSWER: Yes. Not a part of this scope.

54. Question: Is a full geotechnical report required as part of this RFP?

ANSWER: No, this can be provided to the selected A/E team when needed.

55. Question: Item 5 Civil Engineer Services: The “soil compaction and inspection” appears to indicate special inspections and construction materials testing, is that correct?

ANSWER: Not a part of the scope of the RFP.

56. Question: Item 5 Civil Engineer Services: Is this assuming materials testing for the site work (utilities, roadways, sidewalks, etc.) *and* structures (structural fill, foundations, floor slabs, framing, etc.)?

ANSWER: Not a part of the scope of the RFP.

57. Question: Item 5 Civil Engineer Services: Is a cost estimate expected for special inspections and construction materials testing given the limited available information or is a Schedule of Fees sufficient?

ANSWER: Not a part of the scope of the RFP.

58. Question: What is Drexel Barrell’s scope of work for the remainder of the project? Are they handling dry utility coordination, lighting, etc.? What cross-over will Drexel Burrell have with the building civil engineer requested in the RFP?

ANSWER: A/E team will not require civil engineering. Drexel Barrell will provide all civil engineering services.

MEP QUESTIONS

59. Question: To what MEP level will it be required to take the Duplexes to; a, b or c, below, for the submittals for the last phase of the zoning and entitlements process as mentioned in the RFP? Typically MEP engineering is not required since these fall under the IRC.

ANSWER: Per City requirements only. Not required at this time.

60. Question: Schematic electrical service sizing, mechanical system type narrative and sizing, and plumbing service size calculations.

ANSWER: Not enough information provided to respond.

61. Question: Mechanical design, but not electrical or plumbing.

ANSWER: Not enough information provided to respond.

62. Question: Full MEP engineered plans.

ANSWER: Not enough information provided to respond.

63. Question: To what MEP level will it be required to take the Townhomes to, for the submittals for the last phase of the zoning and entitlements process as mentioned in the RFP? Typically MEP performs electrical service sizing calculations and one line and water service sizing calculations but no design within the units. This would be similar to a.- above, and b or c level of design if requested.

ANSWER: Per City of Lafayette requirements.

64. Question: Can you clarify what expectations you have from S/MEP for the Initial Pre-development phase? Normally there wouldn't be much, if any, involvement from the engineering consultants prior to SD, and SD would be narratives for each.

ANSWER: Per City of Lafayette Requirements

BCHA QUESTIONS

65. Question: At this time is the County looking for a fee proposal for the Initial Pre-Development Phase as well as a separate fee for the Remaining Pre-Development Phase?

ANSWER: BCHA would like a fee proposal to obtain Zoning and Final Plan approval.

66. Question: Would BCHA like the A/E Team to prepare a preliminary EGC Checklist as part of the Pre- Development Services as described on page 10 of the RFP?

ANSWER: Yes.

67. Question: Would you like project examples from the entire A/E team, or just Architect?

ANSWER: Please include project examples for the entire A/E team.

68. Question: Would you like resumes from the entire A/E team, or just Architect?

ANSWER: Please submit resumes for the entire A/E team.

69. Question: Would you like hourly rates for the entire A/E team, or just Architect?

ANSWER: Hourly rates are acceptable for the entire A/E team.

70. Question: Would you like a SUSTAINABILITY QUESTIONNAIRE from the entire A/E team, or just Architect?

ANSWER: Just the architect.

71. Question: Would you be able to provide us the budget allocated for this project?

ANSWER: A budget is not defined at this time. BCHA will be looking for your firm's capabilities on comparable projects for housing authorities and other affordable housing developers.

72. Question: For the 320 units that will be restricted to 60% AMI, if the design team believes alternate Green Certification options would provide more value, would BCHA like to see add or deduct alternates for other certification systems approved by CHFA, in addition to a Enterprise Green Communities 2020 option, specifically:
National Green Building Standard
Zero Energy Ready Homes

ANSWER: BCHA will consider all options to meet the CHFA requirements and also provide high value and return on investment for the ongoing operations of the property.

73. Question: For the 80 for sale homes, would BCHA like to see certification options for either Energy Star for Homes or Zero Energy Ready Homes?

ANSWER: BCHA will consider all options to meet the CHFA requirements and also provide high value and return on investment for the ongoing operations of the property.

74. Question: Can you extend the due date?

ANSWER: The new submittal due date is on or before 2:00 p.m. Mountain Time on April 21, 2021.

75. Question: Do you have an estimated overall construction budget for the project?

ANSWER: A budget is not defined at this time. BCHA will be looking for your firm's capabilities on comparable projects for housing authorities and other affordable housing developers.

76. Question: When are you expecting to submit for LIHTC credits and what type of submittal are you pursuing? 4%? 9%?

ANSWER: Not defined at this time. BCHA is interested in securing Final Plan Approval before proceeding with financing.

77. Question: What amenities would you like to see in the community buildings?

ANSWER: Not defined at this time. The community building program will be defined with the selected respondent.

78. Question: Do you have an anticipated construction budget and project budget that includes hard and soft costs?

ANSWER: Not defined at this time. BCHA will be looking for your firm's capabilities on comparable projects for housing authorities and other affordable housing developers.

79. Question: Is there a page limit for the proposal?

ANSWER: There is no page limit for the proposal.

80. Question: Will there be a pre-proposal conference?

ANSWER: There will be no pre-proposal conference. BCHA believes that neither BCHA nor the respondents would benefit from spending excess budget on a pre-proposal conference.

81. Question: The provided contract example in RFP 7217-21: is not an Owner [BCHA] / Architect agreement but seems geared towards construction and General Contractors – not professional architectural or engineering firms. Please clarify.

ANSWER: The provided contract is just the sample and typically the AIA contract is used between owner and architect.

82. Question: Has BCHA established a budget for the design and construction of the entire project?

ANSWER: A budget is not defined at this time. BCHA will be looking for your firm's capabilities on comparable projects for housing authorities and other affordable housing developers.

83. Question: What is the timeline for CHFA submittals?

ANSWER: Not defined at this time. Timing of application for LIHTCs will be dependent on the A/E team's timeline and jurisdiction approvals.

84. Question: What kind of LIHTC financing is going to be part of the project? 4% or 9%?

ANSWER: Not defined at this time.

85. Question: When will a Contractor be brought into the team? CMGC format?

ANSWER: Not defined at this time. BCHA will bring on a CM/GC in the future. Not a part of this scope.

86. Question: Will the project be fully certified through Enterprise Green Communities or just accomplish all of the goals that are set?

ANSWER: A/E Team should prepare a preliminary EGC Checklist as part of the Pre-Development Services as described on page 10 of the RFP. The project must meet the CHFA requirements for Enterprise Green Communities.

87. Question: Could I obtain the estimate cost or budget range for the above mentioned?

ANSWER: A budget is not defined at this time. BCHA will be looking for your firm's capabilities on comparable projects for housing authorities and other affordable housing developers.

88. Question: Will the project pursue LEED Certification? Or any other green building certifications?

ANSWER: BCHA will consider all options to meet the CHFA requirements and also provide high value and return on investment for the ongoing operations of the property.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on April 21, 2021.**

Please note that email responses are limited to a maximum of 50MB capacity. NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. Electronic Submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as RFP # 7217-21 in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

April 14, 2021

Dear Vendor:

This is an acknowledgment of receipt of Addendum #2 for RFP #7217-21, Architectural and Engineering Design Services for Willoughby Corner (120th Street and East Emma Street, Lafayette, CO).

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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