

0274City of Raleigh

Addendum #1 to RFQ 274-FY2024-CM-01 City of Raleigh Phase 1: East Civic Tower Project – Professional Engineering Services – Special Inspections, Construction Materials and Geotechnical Inspection and Testing

8/02/2023

To: All Proposers

This addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of responses and does hereby become part of the original RFQ documents and supersedes the original RFQ documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the following additions, clarifications, and/or changes to the RFQ as listed below and **sign and return this addendum with your RFQ response.**

1. The full presentation from the Pre-Submittal Conference is included in this amendment.
2. Record of attendance from the Pre-Submittal Conference is included in this amendment.
3. Proposer Questions and Responses:
 - a. Question: Can you please advise if there is a page limit for RFQ #274-FY2024-CM-01, East Civic Tower Project? Do tabs and cover count towards the total page count?
 - i. Response: *A page limitation was not included in the RFQ; however, it is strongly recommended that the RFQ submittal be limited to the number of pages necessary to respond and in all cases, be less than 50 pages total, including all parts of the RFQ such as attachments, appendices, financial information, and tabs.*
 - b. Question: We can provide recent internal compiled financial statements prepared and reviewed by our independent accounting firm. These statements will include an income statement, balance sheet and cash flow statement. We will also provide the following report and statement:
 1. An independent certified auditor report presenting a statement of direct labor, fringe benefits and general overhead.
 2. A statement from our financial lender attesting financial stability.Our independent firm compiling our financial statements is not a CPA. Would this suffice to fully answer this section and gain all points under the selection criteria?
 - i. Response: *Internally compiled financial statements (balance sheet, income statement and cash flows) reviewed by an independent accounting firm will satisfy the requirement of the RFQ. A financial ratio*

analysis is done by the City. The results of that analysis will be considered in the final evaluation of the RFQ response.

END OF ADDENDUM #1

All other requirements, scope of services, and terms and conditions remain as required in the initial RFQ 274-FY2024-CM-01.

Kelly Ham
Engineering Services/Construction Management

Sign below and return this addendum with your RFQ response.

Offeror Name & Company _____

Signature: _____ **Date:** _____

Civic Campus - East Civic Tower
Construction Materials Testing / Special Inspections Consultant RFQ
Pre-submittal Meeting Attendance List

Company	Contact Name	Contact Email
City of Raleigh	Ahmed Al Rubaye	Ahmed.AlRubaye@Raleighnc.gov
Terracon	Alyssa Hill	Alyssa.Hill@Terracon.com
ATC Associates of NE	Andrew Carlson	Andrew.Carlson@oneatlas.com
ECS	Aubrey Lankford	APLankford@ecslimited.com
ECS	Blake Hash	BHash@ecslimited.com
Mosher Engineering	Brooke Burt	bburt@stevensonconsulting.net
Terracon	Caroline Taney	Caroline.Taney@terracon.com
Falcon Engineering	Charles Wilkins	cwilkins@falconengineers.com
Froehling & Robertson	Dan Schaefer	DSchaefer@FandR.com
Stewart	Don Brown	DBrown@stewartinc.com
City of Raleigh	Elizabeth Nooe	Elizabeth.Nooe@Raleighnc.gov
Stewart	Greg Holmes	gholmes@stewartinc.com
City of Raleigh	Kelly Ham	Kelly.Ham@Raleighnc.gov
Falcon Engineering	Kim Fowler	kfowler@falconengineers.com
ECS	Nathan Hooks	NHooks@ecslimited.com
Terracon	Norma Salter	norma.salter@terracon.com
City of Raleigh	Pam Adderley	Pam.Adderley@Raleighnc.gov
City of Raleigh	Priscilla Williams	Priscilla.Williams@Raleighnc.gov
ESP Associates	Richard Engates	rengates@espassociates.com
ECS	Santhosh Mahavadi	SMahavadi@ecslimited.com
City of Raleigh	Stephanie Seeber	Stephanie.Seeber@Raleighnc.gov
Summit	Steve Fenton	Steve.Fenton@Summitde.com
Nova	Tami Ford	TFord@usanova.com
Nova	Thomas Bartlett	tbartlett@usanova.com
Atlas ATC	Tooie Hales	Herbert.Hales@oneatlas.com
A1 Consulting Group	Vinnie Goel	vgoel@a1cons.com

Construction Management
Engineering Services

East Civic Tower
CMT/SI/3rd party Inspections
RFQ Pre-Submittal Conference

July 28, 2023

2:00 p.m.

Virtual – MS Teams Meeting





Agenda

- Welcome
- Project Description
- RFQ Process
- Minority- and Women-Owned Businesses Program
- Questions

Welcome





Sign In

- Please type your name and your company's name into the meeting chat as a record of your attendance.



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Project Description





Project Description

East Civic Tower

The Design Team of RATIO and Henning Larsen was selected by the City to develop design and construction documents for the new East Civic Tower. The Design Team is finalizing the construction documents.

The City selected the Joint Venture of Brasfield & Gorrie and Holt Brothers as the Construction Manager at Risk (CMAR) to execute construction of the project.



Project Description

Project Features

The East Civic Tower will be constructed on the site of the vacant Police Headquarters building located at 110 S. McDowell Street, which will be demolished. This new building will be 17 stories in height with potentially 360,000 GSF of floor area above grade.

The East Civic Tower will provide centralized municipal functions including new departmental office space and conference facilities for staff, public-facing functions, and Council Chamber to consolidate most of the City's downtown workforce from multiple offices into one central location.



Raleigh





Project Description

Scope of Work

- Construction Materials Testing
- Special Inspections
- Third-Party Inspections



Project Description

Budget & Schedule

- Construction Budget is approx. \$180M
- Construction is anticipated to begin in Calendar Year 2024.
- Construction duration is anticipated to be 2 -3 years



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RFQ Process





Timeline

RFQ Process	Date	Time
RFQ posted	July 20, 2023	--
Pre-submittal Conference	July 28, 2023	2:00 pm
Written Questions Due	August 3, 2023	4:00 pm
City Responses to questions	August 11, 2023	--
RFQ Due Date - RFQ responses Due	August 22, 2023	4:00 pm
Interviews of Shortlisted Firms	September 2023 (if required)	TBD



RFQ Process

Response Content and Evaluation

Page 9: Responses to the RFQ – Tabbed Sections

1. Response Cover Letter.
2. Corporate Background and Experience List.
3. Financial Information.
4. Project Understanding, Approach, and Schedule.
5. Team Firm, Experience and Certifications/Qualifications
6. Any project where there were legal or technical problems encountered and the final resolution.
7. Copy of the RFQ and any addenda



RFQ Process

Response Content and Evaluation

Page 9: Responses to the RFQ - Appendices

1. Appendix I - Hourly Rates. Include with response in separate, sealed envelope.
2. Appendix II – Proposer Questionnaire. Include with response.
3. Appendix III – Reference Questionnaire (Note instructions to have references provide completed forms directly to the City via email to Kelly.Ham@raleighnc.gov. Do not submit references questionnaires in your firm's response).
4. Appendix IV – MWBE participation form. Include with response.
5. Appendix V – Contract Terms (Does not need to be included in response).



Evaluation Matrix

ITEM	Evaluation Criteria	Maximum Points
1	Corporate Background and Experience	20
2	Firm Financial Stability	5
3	Project Understanding	20
4	Project Approach	20
5	Team Firm, Experience, and Qualifications	30
6	Legal or Technical Problems	5
	TOTAL SCORE	100



RFQ Process

Communication

Page 7: All communications of any nature regarding this RFQ with any City staff, elected City officials, evaluation committee members are strictly forbidden from the time the solicitation is publicly posted until award. Questions must be submitted in writing to the individual designated in Section 1.1 Purpose, prior to the deadline provided in Section 1.3 RFQ Timeline. Violation of this provision may result in the firm's proposal being removed from consideration.



RFQ Process

Addenda

- Addenda will be published on the eVP website.
- Last day for written questions to be submitted is August 3, 2023 at 4 p.m.
- Final response to written questions will be issued on August 11, 2023 by close of business.



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Minority- and Women-Owned Businesses Program





MWBE Program

MWBE Program Information

The City has a MWBE Program that works to increase opportunities for historically underutilized businesses and promotes diversity and inclusion in City of Raleigh contracting. The City has an aspirational goal of 15% of the total contract amount to be performed by MWBE businesses in contracts awarded by the City for: (i) construction and building projects of \$300,000 or more; and (ii) construction and building projects of \$100,000 or more that have any state funding. While this particular RFQ does not fit within these requirements, the MWBE Appendix IV in the RFQ allows us to track our efforts in this area.



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Questions

Submit questions in writing via email to Kelly.Ham@raleighnc.gov by August 3, 2023 at 4pm.