

0274 City of Raleigh

Addendum #1 to RFQ 274-2025-CM-09 Solid Waste Services Renovations Design and Construction Administration Services

5/20/2025

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. Record of attendance from the Pre-Submittal Conference is included in this amendment.
2. The full presentation from the Pre-Submittal Conference is included in this amendment.
3. Proposer Questions and Responses:
  - a. Question: Clarify the scope. Is it just master planning and programming? Is it just within this building or will it expand elsewhere? Does the scope go all the way through to construction?
    - a. Response: The current budget is for master planning and programming design services.
  - b. Question: Can you please explain cart storage in more detail?
    - a. Response: The cart storage and management facility project is to build a permanent facility with adequate protected space to store all types of solid waste collection carts, provide an area to wash and repair used carts, and store other required SWS equipment all in one location.
  - c. Question: Please confirm increased workstation, training, office is in existing building no addition or expansion?
    - a. Response: The scope of the training facility space is in the existing building with no expansion of current building footprint. It will consist of a flexible multi-use space containing individual kiosk desks for self-learning modules than can also be converted for in person classroom training and collaboration.
  - d. Question: Are there any issues with the existing building: mechanical, plumbing; that need to be addressed with this project?

- a. Response: There are no known issues with the existing facility.
- e. Question: The listed budget of \$700k, is that for master planning design services only? Other Additional phases listed includes what?
  - a. Response: The current budget is for master planning and programming design services. Additional phases of design through construction will move forward as funding allows.
- f. Question: Are references required for sub-consultants? Or only for architectural lead consultant?
  - a. Response: References are required for lead consultant only.
- g. Question: Is there a connection between this RFQ and another previously published earlier this year at the same site?
  - a. Response: There is no connection between the Heavy Equipment Shop facility and this RFQ.
- h. Question: Please confirm this is architect led.
  - a. Response: Yes, this is architect led.
- i. Question: Will there be a need for environmental or geotechnical services as part of this RFQ?
  - a. Response: We expect geotechnical services. Environmental services are possible and will be discussed during the programming and master planning phases.
- j. Question: When is the project expected to go to bid and when is the anticipated start date for construction?
  - a. Response: Bidding and construction schedule will be based on programming and planning decisions along with proper funding allocations.

END OF ADDENDUM #1

All other requirements, scope of services, and terms and conditions remain as required in the initial RFQ 274-2025-CM-09.

Reese Wamsley  
Engineering Services/Construction Management

**Sign below and return this addendum with your RFQ response.**

---

**Offeror Name & Company** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# City of Raleigh Solid Waste Services Renovation Pre-Submittal Conference

Meeting Date: May 15, 2025

Time: 1:00 pm

Location: Wilders Grove Solid Waste Services Center  
630 Beacon Lake Road  
Raleigh, NC 27610

	NAME	ORGANIZATION	PHONE	EMAIL
1	John Deyele	DTW Architects	919-377-4020	info@dtwarch.com
2	JEFF FORD	DAVIS KANE ARCHITECTS	919-302-8324	jford@davis Kane.com
3	Jason M. Iltstead	Davis Kane Architects	815-333-4533	jiltstead@davis Kane.com
4	Shannon Bond	Davis Kane Architects		shannon@davis Kane.com
5	Jared Mathison	Progressive Co	919-682-2877	jmathison@progressiveint.com
6	John Givens	Teple Architects	919-212-5441	jg@teplearch.com
7	Jenny Profet	DJG, Inc.	984-288-1300	jprofet@djginc.com
8	GLEN KEY	ENGINEERED DESIGNS	919-851-8481	gkey@engineeredesigns.com
9	Nara Beegles	HH Architecture	919-924-5312	cragusa@hh-arch.com
10				

Engineering Services  
Construction Management

RFQ # 274-2025-CM-09

# Solid Waste Services Renovations

Pre-Submittal Conference  
May 15, 2025



# Agenda

- Welcome
- Project Description
- RFQ Process
- Questions

# Welcome

- Please sign in at the front
- Addendum with conference information will be posted on eVP
- Professional Committee Introductions

# Project Description

## Current Conditions

- Current facility is LEED Platinum
- Active facility
- There are geothermal wells on site



# Project Description

## Scope

- Master planning
- Programming
- Future phases based on funding

# Project Description

## SWS Priorities

- Increase office workstations
- Cart storage
- Vehicle pre-inspection station



RFQ Process	Date and Time
RFQ Advertisement Date	May 1, 2025
Pre-Submittal Conference	May 15, 2025, 1:00 pm
Deadline for Written Questions	May 22, 2025, 4:00 pm
City Responses to Questions	May 29, 2025
Submittal Due	June 5, 2025, 3:00 pm
Evaluation Meeting	Late June 2025
Interviews	July 2025
Selection Announcement	August 2025

# RFQ Process

## Response Content

- Shall not exceed 60 pages.
  1. Cover Letter
  2. Corporate Background and Experience
  3. Financial Information (as a separate file)
  4. Project Understanding, Approach, and Schedule
  5. Team Firm, Experience, and Qualifications
  6. Legal or Technical Problems

# RFQ Process

## Required Forms

- Appendix I – Hourly Rates Schedule. Include in the separate financial sealed envelope.
- Appendix II – Proposer Questionnaire. Include with response.
- Appendix III – Reference Questionnaire Form (Submitted by reference via email to [reese.wamsley@raleighnc.gov](mailto:reese.wamsley@raleighnc.gov))
- Appendix IV – MWBE participation form. Include with response.

# RFQ Process

## Informational Appendices

- Appendix V – Contract Standard Terms and Conditions
- Appendix VI – Scope of Standard Professional Services Work

# RFQ Process

## Communications

- Communication is prohibited with any City staff or officials
- Questions must be in submitted via email to **[reese.wamsley@raleighnc.gov](mailto:reese.wamsley@raleighnc.gov)**

# RFQ Process

## Addenda

- Will be published on eVP
- Last day for written questions is May 22 at 4pm
- Responses from the city will be issues via addenda by May 29



# Questions