

0274 City of Raleigh
Addendum #1 to RFQ # 274-2025-CM07
Heavy Equipment Shop
Design and Construction Administration Services

3/13/2025

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.

Corrections to the RFQ:

Page 14, Section 4, Scope of service. **“On-site fuel island with either underground or aboveground storage tank based on the final programming”**. This scope of service is no longer required for this project.

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.**

- A. The full presentation from the Pre-Submittal Conference is included in this amendment.
- B. Record of attendance from the Pre-Submittal Conference is included in this amendment.
- C. Proposer Questions and Responses:

- 1. Does the city anticipate providing all heavy equipment (vehicle lifts, other repair equipment, etc) or have this specified & GC provided?**

Response: This subject will be determined during programming.

- 2. Is there any need for outdoor vehicle equipment storage?**

Response: Outdoor vehicle equipment storage was not identified on the advance planning but will be evaluated during programming.

- 3. Will you be providing a list of contacts for all firms bidding the project?**

Response: A list of proposers will not be provided, but attendees of the pre-submittal conference are provided in this addendum.

- 4. Will a copy of the building program be made available to proposers?**

Response: The advance planning program will be provided to the selected firm only.

5. Who did the programming study? It was a firm, or you did it internally?

Response: The space needs was completed by city staff with a consultant providing the cost estimate.

6. When was the studied completed?

Response: The advanced planning was completed in November 2023.

7. Environmental assessment completed?

Response: The City of Raleigh has not conducted any assessments. Any assessments will be completed by the selected consultant.

8. Is community outreach/engagement required to be a part of the design team?

Response: Community outreach and engagement is not foreseen for this project.

9. Will MBE/WBE participation be a part of the proposal evaluation criteria?

Response: Participation is not part of the evaluation criteria. However, the city encourages the use of MWBE firms. The required form is detailed in the presentation, listed in the Request for Qualifications (RFQ), and to be submitted per RFQ requirements in paragraph 1.7.

10. What are you anticipating for outside site facilities (number of parking spaces, exterior storage, or walk bags)?

Response: Refer to answer to question 2.

11. Have any site surveys (Topo or Geotech) already been performed, or do we need to include these services in our qualifications?

Response: The City of Raleigh has not conducted any previous survey. The design consultants need to include these services.

12. Was the Wilders Grove Geothermal System sized for this new facility or is there a desire to use geothermal for the new building?

Response: The consultant will need to complete research and provide guidance in programming.

13. Will any of the vehicles serviced use alternative fuels such as hydrogen or compressed natural gas?

Response: Currently the city has only four compressed natural gas vehicles with the remainder using diesel or gasoline.

14. Is the intent for design to declassify hazardous areas? Or specify equipment rated for the use?

Response: The intent of the design is to fulfill all requirements for an operational and code compliant facility.

15. Has a preliminary feasibility study been completed for this project? Will it be made available?

Response: Refer to answer to question 4.

16. Single or multiple buildings?

Response: The advanced planning was for a single building.

17. Is LEED Silver the target or just the minimum?

Response: The City of Raleigh requires a minimum LEED Silver certification.

18. General - Can the City provide a list of vehicles/equipment fleet items that are currently serviced at the Heavy Equipment Facility?

Response: The current facility services approximately 250 vehicles. A detailed list will be provided during programming.

19. General – Should planning for alternative fueled vehicles be anticipated for this project, i.e. EV, natural gas, etc.?

Response: EV charging is planned for current vehicles with future expansion capabilities. The specifics will be evaluated during programming.

20. General – What is the City’s proposed project delivery method?

Response: The project is a traditional design-bid-build construction delivery method as identified in Part 4 of the RFQ.

21. General – Is there a projected timeline / target date of completion for the project?

Response: The forecasted project completion is December 2027.

22. Page 9; 2.1 Request for Qualifications Required Document Format; Tab 2: Corporate Background and Experience – It states the following: “Provide a list of all similar contracts performed in the past five (5) years ...”. As we may have quite of number of such that may meet this definition, may we limit the submitted list to contracts within the last five (5) years, as performed by members of our proposed Project Team for highly relevant contracts??

Response: Yes.

23. Page 13; 3.4 Contract Term – Can the City define what is meant by “construction warranty”? It is assumed that the selected firm is to engage in observation of the

work completed and items being addressed during the GC's warranty period, which typically is one (1) calendar year, correct?

Response: Yes, referenced in Part 4 of the RFQ.

- 24. Page 14; 4. Scope of Service; Building and site programming assumptions; Bullet 3 – It states the following: “Controlled site access due to location of proposed facility”. Please, clarify the desired intent; i.e. does this require guard house, vehicle barrier systems, RFID access, keypad access, communication box and motorized gate, or the like?**

Response: The facility site will require controlled access. The level of access requirements will be evaluated during programming.

- 25. Page 15; 4. Scope of Service; Architectural Design Services; j. – Can the City define what is meant by “Integrated systems design”?**

Response: Integrated systems design includes integrating the mechanical, security, fire protection systems with the City of Raleigh's current systems and software.

- 26. Page 15; 4. Scope of Service; Architectural Design Services; m. – It states the following: “Furniture, fixtures and equipment”. It is assumed that this is to include an office and kitchenette / break room furnishings; will other items be procured by the City or via the GC? Are there current design / manufacturer standards established and will this require a competitive Bid Package for all items”?**

Response: Furniture will be procured by the City of Raleigh. The designer is responsible for the furniture layout. Fixtures and equipment may be required to be procured by the GC. Additional information will be provided during programming.

- 27. Page 15; 4. Scope of Service; Architectural Design Services, s. – It states the following: “Coordinate with end-users and Owner consultants”. Can the City clarify what Services / consultants the foresee contracting directly”?**

Response: The City of Raleigh does not currently foresee contracting other consultants.

- 28. Page 15; 4. Scope of Service; Construction Administration; e. – It states the following: “Coordinate with the Owner's 3rd party consultants”. Can the City clarify what Services / consultants the foresee contracting directly”?**

Response: Refer to answer to question 27.

- 29. Page 35; 1.10 Table of Services – Will site environmental testing be anticipated for this project?**

Response: Yes. We ask design consultants to include these services.

30. Page 36; 1.10 Table of Services – It states the following: “Consultant’s coordination of the City’s consultants”. Can the City clarify what Services / consultants the foresee contracting directly”?

Response: Refer to answer to question 27.

31. Page 36; 1.10 Table of Services – Will construction materials testing be anticipated for this Project?

Response: We foresee the need for the testing within the project.

32. For the list of similar contracts performed in the past 5 years to be included in Tab 2, do those projects need to be construction completed or design completed?

Response: The request is for completed construction projects.

33. Are security and IT design services included in the scope of work for the design team to provide, or are we to coordinate with an existing preferred vendor of the owner?

Response: Yes, the scope is included under the consultant. The City of Raleigh doesn’t have any preferred vendor. Additional communication will occur during the design to ensure all needs are met.

34. There is an Appendix IV - DBE Participation Form attached in the document -is there a DBE Participation goal for this RFQ?

Response: There is not a participation goal for design. However, the city encourages reporting. There is a form required to be submitted per RFQ requirements that was detailed in the presentation and listed in the RFQ. The participation goal for construction is 15%.

35. The page limit of 60 pages for the Qualification Package – is it single-sided or double-sided (120 total pages)?

Response: 60 pages of information is considered 30 sheets if double-sided printing is utilized.

36. Do the resumes count towards the page count?

Response: Yes.

37. Please confirm the contents of the Hourly rates schedule submittal package (Appendix I) – placed in a separate, sealed envelope, marked confidential – does this also need an electronic version?

Response: Yes. Appendix I should be enclosed in a separate, sealed envelope and submitted as a separate file as a hard copy and an electronic version as per page 6, paragraph 3. Do not email the schedule to staff.

38. Could the procurement division provide a content checklist for the submission (similar to the 2024 RFQ#274-2025-CM-02 GoRaleigh/GoWake ATF)?

Response: No; reference page 6 for submittal requirements.

39. Can the City provide a representative list of vehicle types being serviced at this facility? Are all vehicles of conventional fuels (diesel, gas)? Are alternative fuel vehicles to be serviced at this facility, at completion or in the future?

Response: Refer to answer to questions 13 and 18.

40. The RFP states that the new facility is proposed to be located on a portion of the city-owned parcel that includes the Wilders Grove Solid Waste Facility. Is the portion of the existing site at which the facility is to be built existing pervious or impervious?

Response: The intent of advanced planning was having the facility built in a pervious area.

41. Is the Appendix II Proposer Questionnaire to be included in the qualifications package or submitted separately (like Appendix I and Appendix III)? If included, which Tab should we include this in?

Response: Appendix II should be included in the qualification package. This is part of the mandatory forms that will be attached at the end of the package. It is not part of any tab.

42. Section 2.1 Qualifications Package, Tab 2 requests a list of similar contracts from the past 5 years accompanied by at least 3 references (RFP page 9), and the Appendix II Proposer Questionnaire requests at least 3 references for similar services from the past 3 years. Can these references from Tab 2 and Appendix II overlap or should they be different references?

Response: Yes, the timeframe may overlap.

43. Is any portion of the facility, parking, or access road intended to be constructed over current or former landfill area?

Response: Currently the project site is not intended to be built over the landfill.

44. Would you be able to tell me if you will be seeking commissioning services for this project? If so, who do we contact to initiate communication?

Response: Commissioning will be included in the design contract per page 36 of the RFQ.

45. Can you provide a rough estimate of how many months the design will take and when the project is expected to bid?

Response: The design duration is included in the total duration. The bid documentation will be posted on eVP. Construction completion is forecasted for December 2027.

END OF ADDENDUM #1

All other requirements, scope of services, and terms and conditions remain as required in the initial RFQ # 274-2025-CM07.

Adriana Posada
Engineering Services Department /Construction Management Division

Sign below and return this addendum with your RFQ response.

Offeror Name & Company _____

Signature: _____ **Date:** _____

ENGINEERING SERVICES
CONSTRUCTION MANAGEMENT

Design RFQ

274-2025-CM07

Heavy Equipment Shop

Pre-Submittal Conference
February 27, 2025



Raleigh





Agenda

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



Welcome

- Please print your name on the meeting register and take one card.
- Notification: This meeting is being recorded. An Addendum will be issued following the conference via electronic Vendor Portal (eVP)
- Professional Committee Introductions



Project Description

Background

This project will address facility replacement and growth needs for the Fleet Management Operations Division of the Engineering Services Department



Project Description

Scope of service

The scope of service will include architectural and engineering services for construction of the new Heavy Equipment Shop. The consultant services include, but are not limited to programming, design, permitting, bid phase, cost estimating, and construction administration services for the approximate 45,125 SF new facility. The project is a traditional design-bid-build construction delivery method.



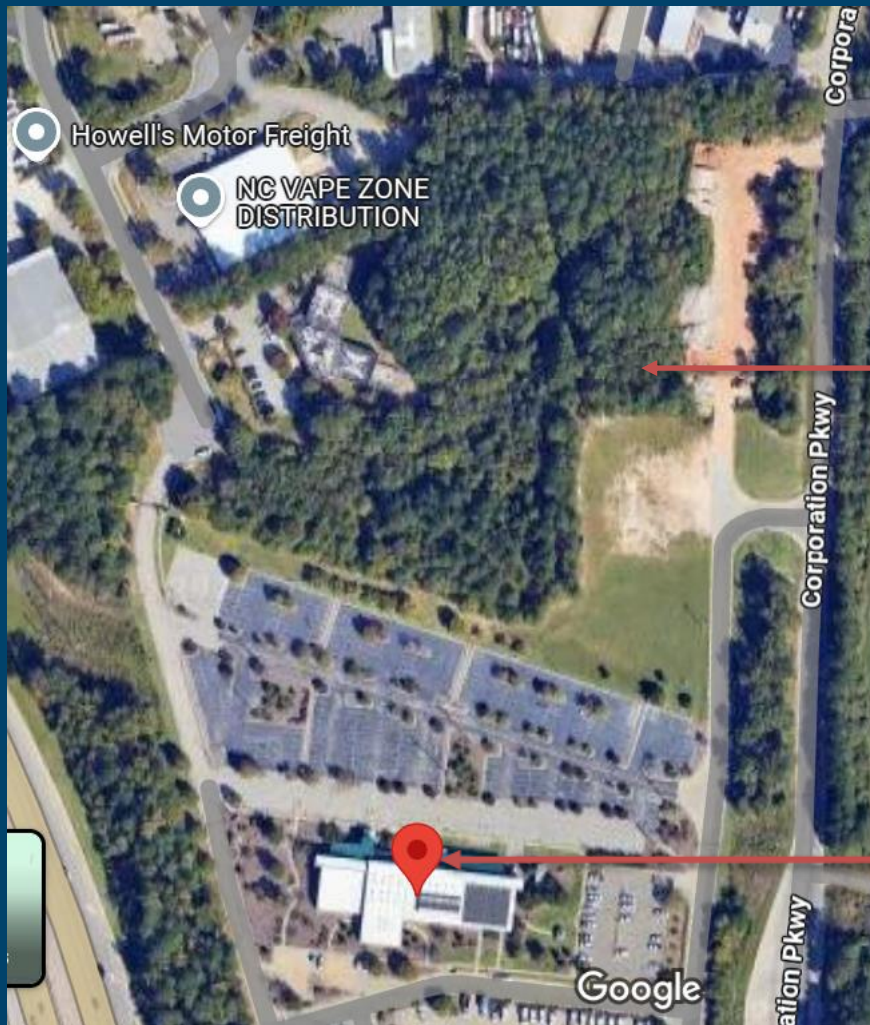
Raleigh

Project Description

Scope of Service

Scope of Services – Section 4, pages 13 – 16 and Appendix VI, pages 31 – 36. The anticipated building programming minimally includes:

- 20 Heavy Duty repair bays plus work areas with crane, 10 Wash Stations, Tire Carousel, Tire Mounting, Compressor Room, storages, Admin and support area.
- On-site fuel island (Will be deleted on the addenda)
- LEED silver standard per City of Raleigh ordinance
- The contract standard terms and conditions are included as Appendix V.



SITE

Wilders
Grove Solid
Waste
Facility



Project Description

Site consideration

- Controlled site access due to location of proposed facility.
- Site considerations for heavy vehicle traffic and adjacency to Wilders Grove Solid Waste Facility.



Project Description

Budget & Schedule

- The total project budget is \$40M that includes construction, design, and all soft costs.
- Anticipated project completion in December 2027.

RFQ Process





Raleigh

RFQ Process Timeline

RFQ Process	Date and time
RFQ Advertisement Date	February 13, 2025
Pre-Submittal Conference	February 27, 2025 @ 2:00pm
Deadline for written questions	March 6, 2025 @ 4:00 pm
City Response to Questions (anticipated)	March 20, 2025
Submittal Due Date and Time	March 27, 2025 @ 4:00 pm
Evaluation Meeting (anticipated)	Late April, 2025
Interviews (if required)	May, 2025
Selection Announcement (tentative)	June, 2025



RFQ Process

Response Content and Evaluation

Responses to the RFQ – Tabbed Sections, the package shall not exceed 60 pages excluding tab separators and mandatory forms, listed sequentially as follows:

1. Corporate Background and Experience.
2. Firm Financial Stability. Note: In a separate file and envelope.
3. Project Understanding.
4. Project Approach.
5. Team Firm, Experience and Qualifications.
6. Legal or Technical Problems.



Raleigh

RFQ Process

Response Content and Evaluation

Page 2: Responses to the RFQ - Appendices

1. Appendix I – Hourly Rates Schedule. Include in the separate financial sealed envelope.
2. Appendix II – Proposer Questionnaire. Include with response.
3. Appendix III – Reference Questionnaire and Reference Questionnaire Form (Note instructions to have references provide completed forms directly to the City via email to Adriana.Posada@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 Standard Terms and Conditions (Does not need to be included in response).
6. Appendix VI – Scope of Standard Professional Services Work (Does not need to be included in response).



Raleigh

RFQ Process

Communications

Page 7, paragraph 1.9: 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 March 06, 2025 at 4:00 p.m.
- Anticipated final response to written questions will be issued on March 20, 2025 by close of business.



Minority- and Women-Owned Businesses Program

APPENDIX IV

MWBE PARTICIPATION FORM

IDENTIFICATION OF MWBE PARTICIPATION FOR PROFESSIONAL SERVICES

The Identification of MWBE Participation Form captures information regarding MWBE participation in the providing professional services as defined by NCGS §143-64.31. et seq. MWBE participation is encouraged for all City of Raleigh contracting opportunities. Please refer to the City's MWBE Policy for any contract specific requirements. *Copy this Form as needed.*

COMPANY NAME			
PROJECT NAME		CITY DEPARTMENT	
PROJECT NUMBER		RFQ SUBMITTAL DATE	

Section 1: PROFESSIONAL SERVICES PROVIDED – PRIMARY CONTRACTOR

☐ CONTRACT IS FOR PROFESSIONAL SERVICES. Please complete the following:

COMPANY NAME			
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design- Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk	
<input type="checkbox"/> PRIMARY CONTRACTOR IS MWBE	Classification: _____ <input type="checkbox"/> Certified with NCHUB <input type="checkbox"/> Certified with NCDOT-DBE	RESIDENT FIRM	<input type="checkbox"/> YES <input type="checkbox"/> NO

*MWBE Classifications: American Indian (AI), Asian American (AA), Black/African American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantage (D)

Section 2: PROFESSIONAL SERVICE PROVIDER – MWBE SUBCONTRACTORS

Complete the chart below for all MWBE subcontractors that you intend to use for this Contract regardless of dollar amount.

COMPANY NAME			
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design- Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk	
MWBE CLASSIFICATION		RESIDENT FIRM	<input type="checkbox"/> YES <input type="checkbox"/> NO

*MWBE Classifications: American Indian (AI), Asian American (AA), Black/African American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantage (D)



Break – For Q&A



Questions

Submit questions in writing via email to Adriana.Posada@raleighnc.gov by March 06, 2025 at 4pm.

City of Raleigh Heavy Equipment Shop

Meeting Date: February 27, 2025

Time: 2:00 pm

Location: City of Raleigh
One Exchange Plaza, Suite 809
219 Fayetteville St, Raleigh NC 27601

	NAME	ORGANIZATION	PHONE	EMAIL
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2	John Caliendo	teeple Architects	919 272 5441	jcaliendo@teeplearch.com
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5	KEITH MCCORMACK	JMT	410-627-8943	KMCCORMACK@JMT.COM
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10	GLENN KEY	ENGINEERED DESIGNS	919-857-0941	gkey@engineereddesigns.com

	NAME	ORGANIZATION	PHONE	EMAIL
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