

CERTIFICATE OF ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM

THE CITY OF READING

ADDENDUM NO. 2

BID: Evaluation Design Engineering and
Construction Management Fire Museum
HVAC

DUE DATE: July 19, 2022
3:00 P.M. Prevailing Time

This addendum must be signed, attached to, and returned with your proposal to the City of Reading by the time and date indicated ABOVE.

- Q1. The current RFP requests services for both a study/recommendation phase and a design phase. Without knowing what HVAC approach the City will ultimately select, it will be difficult to accurately price the design phase. Would the City consider receiving a firm fixed price for the study phase of the project, and assigning the successful bidder a percentage of the construction cost to cover the design of the new HVAC system?
- A1. Alternatively, the RFP could be revised to remove the design phase from this project and address it as a future project.
- Q2. What is the City's budget for this project?
- A2. The evaluation project budget is not defined as of yet.
- Q3. What are the temperature and humidity range requirements for the spaces?
- A3. The design standard should be set with a relative humidity at 45% and gallery temperatures between 65 and 68 degrees Fahrenheit
- Q4. Will interior renovations trigger a need for any historical reviews?
- A4. We are working to contact the HARB representative. At this time assume it will require a review.
- Q5. Please provide any existing drawings or reports associated with the building.
- A5. All drawings known are uploaded to PennBid
- Q6. What is the total building square footage?
- A6. The First Floor is approximately 3700 sq ft, the basement, second and 3rd are approximately 3,000 sq ft each. Approximately 12,700 foot total.
- Q7. Are there any known hazardous materials present in the building? If so, how should the design firm address the issue in this project?
- A7. It should be assumed due to that age of the building that hazardous materials will be present and need to be mitigated during the construction process.

- Q8. Is it acceptable to utilize exposed spiral round ductwork in the first and second floor rooms?
A8. All options will be reviewed.
- Q9. Other than structural implications, are there any known prohibitions against using rooftop equipment on the portions of the site having a flat roof?
A9. None that are known of at the moment.
- Q10. Could the attic space be considered for housing mechanical equipment? If yes, would the addition of louvers in the dormers trigger an historic review?
A10. We are working to contact the HARB representative. At this time assume it will require a review.
- Q11. Is there a construction budget for this project?
A11. The construction budget has not been determined.
- Q12. Can the city provide a copy of the master plan that was mentioned at the pre-bid meeting?
A12. The only known plan is posted to PennBid
- Q13. The RFP requests fee for system evaluation, design and construction services. The design and construction services are difficult to prepare since the system evaluation could recommend any number of solutions. Recommend this RFP be just the Systems Evaluation and recommendation phase or Evaluation Phase with the design and construction services fees, but these fees renegotiated at the end of the evaluation phase or provide system evaluation phase and provide an estimated budget for design and construction services to be provided based on a percentage of construction that could be revised based on selected systems and construction costs.
- A13. It is agreed that this RFP will be an Evaluation phase to be followed by a decision of recommended options. It will then proceed into a design phase and construction phase.
- Q14. Will evaluating the code requirement for sprinklers be include in the project?
A14. HVAC only
- Q15. Are we to assume plumbing systems are not included in the scope of work?
A15. HVAC only.
- Q16. What are the required proposal contents? This section is noted in the RFP table of contents and referred to on Page 7 in the Qualifications section but is not included.
- A16. Proposals should contain information that is relevant to make the selection, it should include but is not limited to past experience of the Staff and Firm, References, Approach tactic, WBE/DBE status, and proposed budget.

- Q17. What is the proposal evaluation criteria? This section is noted in the RFP table of contents but is not included.
- A17. The City will utilize its standard evaluation matrix. This matrix includes price, experience of staff and firm, responsiveness, DBE/WBE, and references.
- Q18. Please provide information related to Assignment of Key Staff.
- A18. Key Staff on the Project will be defined in a later stage.

I, HEREBY CERTIFY THAT THE CHANGES COVERED BY THIS ADDENDUM HAVE BEEN TAKEN INTO ACCOUNT.

Firm Name (Type or Print) _____

Authorized Signature _____

Title _____

Name (Type or Print) _____

Date _____

