

CERTIFICATE OF ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM

THE CITY OF READING

ADDENDUM NO. 3

BID: Pagoda Facility Evaluation
Mechanical, Electrical, Plumbing and
Structural

DUE DATE: April 27, 2022
3:00 P.M. Prevailing Time

Q1. There were some verbal changes to the RFP made during the site visit. Will an Addendum be issued formally documenting the same changes?

A1. All questions and addendums should be asked publically via PennBid. If a particular topic is not covered herein please ask it directly so it can be answered.

Q2. The RFP includes two NON DISCRIMINATION STATEMENT pages (Page 20 and 25). Do you want both of the forms completed and included within our proposal submittal?

A2. Only one Non Discrimination Statement needs to be completed

Q3. The RFP does not mention a performance bond. Is a performance bond required for the professional services associated with this project?

A3. No Bond will be necessary for professional services.

Q4. The RFP mentions a payment bond if a firm elects use “subcontractors.” Is a payment bond required for the team of professionals if they do not include subconsultants?

A4. No Bond will be necessary for professional services.

Q5. Is the access road to the lowest level of the Pagoda that has an entrance off of Duryea, wide enough to allow lift access equipment to be driven on it?

A5. The access road has been used for a standard fuel truck. A typical basket will be able to access the road. A drivable crane cannot.

Q6. Will there be an addendum to clarify the scope identified in the RFP?

A6. See A1

Q7. Are architectural and accessibility upgrades included in the scope of work?

A7. Accessibility has been removed from the Scope due to the extensive nature and perceived need to change the integrity and intent of the structure. Architectural is excluded to the extent it is not necessary to be included in any other portion of evaluation, repair or upgrade.

Q8. A lift will be required to access roof appurtenances for inspection. Who is responsible for

procuring the lift?

A8. All equipment necessary to perform the study will be the responsibility of the awarded individual or firm.

Q9. The Facilities Condition Assessment mentions equipment nearing end-of-life with the recommendation to replace in the near term. Would these items be included in the scope of work?

A9. Yes, the scope will include reevaluating all systems and providing the recommendations for replacements.

Q10. The City noted circuiting is overloaded. Can this scope be narrowed to specific panels/circuits? If no, is the intent (a) to trace and document branch circuiting throughout the building to document plug loads that are causing the overload conditions or (b) a broader scale related to the overall service size resulting from modifications/additions to the mechanical systems, etc.?

A10. The complete electrical system should be evaluated in conjunction with the Mechanical and plumbing and provide recommendations and design.

Q11. Are there any specific M/WBE goals for this project?

A11. No

Q12. Is there an overall page limit for our RFP response?

A12. There is no page limit to your proposal.

Q13. The RFP includes two Non-Discrimination Statement forms, are prime contractors required to submit both the Non Discrimination Statement on pg. 20 of the RFP as well as the Non Discrimination Statement on pg. 25?

A13. See A2

Q14. Please provide the original building structural drawings, and any renovation drawings involving this structure.

A14. Documents were posted to PennBid.

Q15. The RFP includes a comprehensive review of stairs. Does this include all stairs throughout the entire site? If not, which stairs and railings are included in the scope of work for this facility?

A15. The review should include all stair specific to the building itself.

Q16. Does the scope of work for this facility evaluation include any site and landscape elements such as upper retaining walls, paving, grading, plantings, flagpole, etc? If so, can the City please identify the boundary or distance from the primary structure for the proposed area of alteration?

A16. The boundary of the project is the building itself. This is to include walkways around the base and first floor but does not extend past them.

Q17. During the pre-proposal meeting, it was noted that a separate contract would be awarded for professional consultant/construction management (CM) services during construction. Can the City please confirm that construction administration is no longer included in the scope of services? If

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yes, are the present consultant/CM services intended to include assisting the Owner in obtaining competitive bids from multiple prime contractors, or would the proposed services conclude upon delivery of bidding documents to the Owner?

A17. Construction Management was removed from the scope.

Q18. What is the submission date for a 100% complete set of bidding documents to the Owner, including drawings and specifications? Are any other deliverables required for this project? If yes, please identify milestone dates.

A18. The City will be utilizing designs and recommendations for preparing a 2023 and beyond construction budget. It is ideal to have soft numbers for this process by October and final project turnover by December. The City will coordinate a final schedule of deliverables with the awarded individual or firm.

Q19. During the pre-proposal meeting, it was noted that a preliminary draft evaluation and construction cost estimate is to be submitted by October 1, 2022. Is this submission to be in the form of a written report?

A19. A preliminary report should be written but can be basic. It should include a minimum of the system addressed, description of needs, and an expected budget of repairs or replacement.

Q20. The RFP indicates that evaluation and design for ADA compliance is to be included in the professional consultant/construction management services. However, during the pre-proposal meeting, it was noted that ADA upgrades are to be excluded from the scope of services. Can the City please confirm whether ADA evaluation and design is to be included in the professional consultant/construction management services?

A20. See A7

Q21. Please confirm that Construction Administration services have been removed from the Scope of Service?

A21. See A17

Q22. Please confirm that architectural alterations have been removed from the Scope of Work?

A22. See A7

Q23. Regarding Historic Registration, it was mentioned at the walk-thru that the City of Reading's Committee and/or Historical Consultant will address coordination with departments and agencies overseeing the Historic Certification. Please confirm.

A23. Amy Johnson is the City's Historical Preservation Specialist.

Q24. What functions, public or private, are envisioned within the Pagoda after rehabilitation? Will a more capable Kitchen be required or will a Warming Pantry be sufficient?

A24. A variety of Public and Private events are anticipated. It is not expected to prepare meals as a full fledge restaurant but alterations should support the utilization of catering services. Events are expected to continue to be held on the first and second floors.

Q25. Will any state or federal funds be used for the project or is it anticipated that any state/federal permits be required?

A25. At this time the funding is City of Reading. Future construction may include alternate funding streams.

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 _____