

CITY OF KIRKLAND

JOB ORDER CONTRACTING FOR GENERAL CONSTRUCTION SERVICES

JOB NO. 34-22-PW

ADDENDUM No. 1

TO THE PLANS, SPECIFICATIONS, PROPOSAL AND CONTRACT

Issued This Date: Wednesday, July 13, 2022
Bid Opening: **Unchanged – July 22, 2021**
Place of Opening: City Hall, Council Chambers

Notice to All Plan holders:

This Addendum No. 1, containing the following revisions, additions, deletions, and/or clarifications is hereby made part of the Plan and Contract Documents for the above-named project. Bidders shall take this Addendum into consideration when preparing and submitting their proposal and it shall be attached to the Contract Documents.

All other requirements of the contract documents remain in effect.

CONTRACT DOCUMENTS:

ITEM 1:

Question: Proposal due date: There is a discrepancy in the document regarding the due date, most places stating July 22 at 10am, but p.2 states July 21 at 10am. Which is the correct date?

Answer: The Proposal Due date on page 2 has been corrected to July 22, 2022 at 10:00am.

Following is a tentative schedule of events for this Request for Proposals' process:

RFP issued and first advertised	June 21, 2022
Second advertisement	June 28, 2022
Pre-Proposal Meeting	July 7 at 10:00 am PDT
Deadline for written questions	July 14, 2022 at Noon
Responses to questions issued	July 19, 2022
Proposals Due	July 21, 2022 July 22, 2022 at 10:00 am PDT
Contract Award	Week of August 8, 2022

ITEM 2:

Question: Insurance letter dates: Section 5.2, part C asks for a letter from our insurance company. I assume the EMR dates we should include are 2019, 2020, and 2021, rather than the current dates listed?

Answer: Section 5.2 section C has been corrected.

- C. **Safety: Attach a letter** from the Proposer's insurance carrier, on the insurance carrier's letterhead, stating the firm's Experience Modification Rate (EMR) for the ~~2016, 2017, and 2018~~ 2019, 2020, and 2021 calendar years.

ITEM 3:

Questions: Page limit: Section 5.3 indicates there is a page limit, however there isn't reference to it elsewhere in the RFP. If there is a page limit, how many pages is it and what counts toward it?

Answer: Section 5.3 section A has been corrected.

5.3. Team Organization, Expertise, and Qualifications of Key Personnel.

- A. Provide a narrative that describes the proposed key team members' technical competence, qualifications, knowledge, and recent work experience and expertise working in areas for which they are proposed on this contract. Provide an organizational chart identifying each team member by name, discipline firm name (if different), proposed role on the contract, team hierarchy and reporting relationships. Proposer's key personnel for this contract to include Principal/Lead, Project Manager, Estimator, Scheduler, Construction Manager, Superintendent, Quality Assurance, Accounting, Administrative. Provide resumes for all key personnel identifying history of employment, education, work experience, length of time with the Proposer and any other information addressing the qualifications and abilities of the individuals proposed. Resumes shall be included as an appendix and ~~will not count toward page limit~~. limited to seven (7) pages, not including a cover sheet.

ITEM 4:

Question: Attachments: Section 5.8 refers to several attachments, but the naming convention has Attachment J, K, L, and M listed, which doesn't match the naming convention of the Attachments in the RFP (A-E). I assume this is an error in naming convention, but please let me know if there are other attachments we should include in our proposal.

Answer: Section 5.8 has been corrected.

5.8. Other Documents to be Submitted with the Proposal

- A. Complete or insert the following documents and submit with the proposal:
- i. Attachment ~~J~~ B – Bidder Responsibility Criteria Checklist
 - ii. Attachment ~~K~~ C – Subcontractor Responsibility Criteria
 - iii. Attachment ~~L~~ D – Non-Collusion Affidavit
 - iv. Attachment ~~M~~ E – Mandatory Bidder Responsibility Confirmation
 - v. Completed Proposal Submittal Checklist

ITEM 5:

Question: Please confirm that Section 7: Bid Proposal is to be submitted during Phase II of the selection process and is not needed at time of Phase I.

Answer: Correct.

ITEM 6:

Question: Please provide the Gordian Construction Task Catalog (CTC) for bidders to evaluate prior to bidding.

Answer: The Gordian Construction Task Catalog (CTC) can be found on the City of Kirkland website

<https://www.kirklandwa.gov/Government/Departments/Finance-and-Administration/Purchasing-Services/Doing-Business-with-the-City>

Sincerely,



Scott Gonsar, P.E.
Project Manager