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City of Beaufort Fire Station #2
Architectural and Engineering Design Services (RFQ 2013-102)
Questions and Answers for Meeting February 19, 2013

1. Is it the intent of the RFQ to exclude landscape architects as part of a design team that may attempt this project?

Answer: The City has our own landscape architect on staff that will be providing this component of the project.

2. The next question that I thought unusual was the evaluation criterion for the award of the potential contract was not clear to me. The very first criterion was a 20 point value for the following: "Nature and quality of previously completed work as a design-build team." This was also followed later by another 20 point criterion that reads as follows: "History of previous design-build projects final costs compared to original budget." This total value of 40 points is totally based on design-build experience. Based on the heavy weighting of this point value are you expecting a team to include a contractor as part of the design team with recent cost experience beyond what is currently part of an architect's experience? We have in the past, at the Design Development phase of the worked paid a contractor to give us an estimate of the cost for the plans at that phase. Neither he nor us would be held to those estimated cost, but used as a gauge of cost for the final design. We have also used such estimates of probable cost for value engineering the project. Can you further define what is meant by the terms "Design-Build" in context to your evaluation criteria?

Answer: This is clarified through the issuance of Addendum #1

3. I just would like to know if any technology projects will be included in this new facility, if so will they be procured on the City's web site? Can you tell me what new technology they will need?

Answer: We are presently under contract with an IT company. Our present company will be responsible for any technology aspects for the new fire station. So they will not be procured on the City website at this time.

4. Where can I get copies of the following documents? "Beaufort Micropolitan Manifesto", the Comprehensive Plan of the City, the ICMA Study regarding emergency services, and the Sector 2 Civic Master Plan it relates to emergency services for the City of Beaufort?

Answer: These and other related documents will be emailed to all those who attended the meeting on Tuesday, February 19, 2013.

5. What is the role of the Lawrence Group in the project going forward?

Answer: They will have no role in the project unless they are awarded the contract.

6. Please confirm the M/WBE preference (and additional 5 points) is intended for Architects / Designers. Not just general contractors bidding the project.

Answer: This does pertain to Architects/Designers ratings. We give an additional 5 points to someone who is a registered member of the SC Office of Small and Minority Business Assistance or an M/WBE based on our Small/Woman-Owned/Minority Business Enterprise Form.

7. Also, will you be handing out the answers to all submitted questions in written form at the mandatory pre-meeting?

Answer: No. They will be posted online after the meeting including questions and answers posed during the meeting.

8. Are Lawrence Group Architects and Collins Design Services precluded from this RFQ?

Answer: No, they are eligible to submit a statement of qualification.

9. Page 7 refers to a competitive bid construction contract yet the evaluation criteria on page 10 references "design-build" twice. What is the anticipated delivery method?

Answer: This is clarified through the issuance of Addendum #1.

10. The title of the RFQ is "City of Beaufort Fire Station Architectural & Engineering Design Services". The heading on page 6 is "Request for Qualifications – City of Beaufort Fire Station #2 – Architectural and Engineering Design Services - RFQ No. 2013-102". On page 10 of the RFQ line 1 under paragraph IV entitled "Proposal Evaluation Criteria" requests information regarding "Nature and quality of previously completed work as a design-build team." Is this RFQ for stand-alone Architectural and Engineering Design Services, or for Architectural and Engineering Design Services in concert with a Building Contractor as part of a design-build team?

Answer: This is clarified through the issuance of Addendum #1.

11. I'm trying to find out who's responsible for the construction materials, testing, and special inspections hiring of that firm. My company provides this service and I'm looking to get in touch with you, the engineer, or whoever else is hiring the services for the project. I like to provide a proposal for the services to him.

Answer: We have not selected a firm yet and do not know who will be responsible. When the firm is selected, we will gladly provide your information to the selected firm, or the appropriate party as applicable.

12. Regarding question 11 pertaining to inspections, is this in the scope of the applicant?

Answer: This is not within the scope of the applicant. The City will hire a third party consultant for this service.

13. Do all members of the team have to attend the mandatory pre-proposal meeting?

Answer: No, just the representative of each firm.

14. Regarding the site, what is the progress regarding site selection? Will the selected applicant have input into suggesting the best site?

Answer: The City is in the selection process right now. This will not be a part of the consultant's scope of work.

15. Are any of the sites located within the purview of a Corridor Review Board [Design Review Board]? If so, what is the role in design review given to the Redevelopment Commission and/or City Council?

Answer: Yes, the sites are in the purview of the Design Review Board. The RDC and City Council have had input at a macro-level planning perspective, in both the 2009 Comprehensive Plan, as well as the Civic Master Plan. Assuming the design is in keeping with the intent of both of these documents, both groups will support the project, though may not be directly involved in design review once the applicant is chosen.

16. Are funds available for this project? Where do they come from? If any are from a grant, will the Davis Bacon Act have to be followed? There was some concern that the Davis Bacon Act would impact the contractor selected for the team, if a contractor was required to be on the team.

Answer: Yes funds are immediately available. This project was included in the issuance of the 2008 General Obligation Bonds. Unspent proceeds from that issuance are earmarked for this project. No grant funds will be involved.

17. The last paragraph of page 7 says "the awarded Vendor will complete the above assessment within thirty (30) days after a Notice to Proceed is granted by the City." What, explicitly, is the 30-day deliverable?

Answer: This is clarified through the issuance of Addendum #1.

18. Does the city have a goal date for occupancy?

Answer: This is clarified through the issuance of Addendum #1. In addition, because bond proceeds are involved, the City expects the completion of the project to be the most expeditious - timing is important.

19. On page 9 there are two requests for references (b)(i)5, and then (b)ii. Please eliminate one or clarify if they should be different.

Answer: This is clarified through the issuance of Addendum #1.

20. Who will the short list jury be?

Answer: A board will consist of professional staff and selected council members of the City and Redevelopment Commission.

21. According to the LLRB, it is illegal to request architectural fees in fee schedules.

Answer: We are not asking for a fee schedule in this RFQ. The City will negotiate the rate/fee with the top selected firm as indicated within the EVALUATION CRITERIA section of the RFQ.

22. Can there be a time extension for both questions as well as submission date, given the confusion and clarification that will hopefully come from this meeting?

Answer: This is clarified through the issuance of Addendum #1.