

City of Lynchburg
Procurement Division
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Lynchburg, Virginia 24504
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Addendum for Proposal
Construction Management Services for City Football Stadium Improvements
15-958

Date: January 18, 2015
From: Stephanie Suter, CPPO, CPPB
RE: Addendum No. 1

The following questions provide additional information and clarification of the original RFP and should be taken into consideration when preparing proposals. The Offeror shall indicate receipt of this Addendum on the Title Page.

1. Do you have a copy of attachments I.1, I.2, I.3 & I.4 in Microsoft Word form? If so, could you please forward?

A copy of the RFP document in Word format will be provided upon request to Stephanie Suter, stephanie.suter@lynchburgva.gov.

2. Page 24, Section D, Item 10: By construction cost estimate, do you mean the project budget of \$5,200,000; or do you want our approach on development/method process to establish the construction cost estimate?

Provide both.

3. Regarding the schedule, are you referring to page 16, item E Tentative Schedule and Milestones of the RFP or our method/procedures to develop the project schedule?

Please provide both.

4. Page 8, C.16 CM Staffing: States CM shall provide a full-time project manager on site. In lieu of, can the CM provide a full-time superintendent on site?

The CM is responsible for providing staffing to ensure the quality, budget, and schedule of the project are maintained. Minimum on-site staffing of a full-time superintendent is required, and a full-time on-site project manager will not be required, unless the project falls behind in any aspect and additional staffing is required to get the project back on target. In that case, a full-time on-site project manager will be required upon request of the City at no additional cost.

5. Will the parking lot or any part of the property be available for parking and/or storage during the course of the project?

A small area in the southwest corner of the parking lot may be used as approved by the City.

6. Is there a schedule available showing when the community will be need access to the parking lot and the field during the construction period?

The 2015 Lynchburg Hillcats schedule is posted on-line; High School Football games are scheduled at City Stadium every Friday night of the 2015 season (8/28/15 through 11/27/15); Heritage High School is planning to practice on the football field (August 2015 through November 2015); City Schools Band Classic on October 10, 2015; and LC Soccer Showcase Classic (January 9-10, 2016). Additional third party use beyond school use will be limited.

7. Section C.2.4 states the CM will perform "Construction" work with its own forces. Is the intent referencing performing the actual construction work or does it mean any construction management tasks which we may sub-out?

The 10% maximum cap refers to actual construction work done with the CMs own forces, not construction management tasks.

8. Section C 1.8 outlines office facilities for the Construction Manager as well as one member of the Owner's staff. Would the cost of this office facility be included in section C.1 "General Construction Management Services" or Section C.3 "Construction Phase Services"?

The cost of the office trailer shall be included in the CM's General Conditions.

9. In the price proposal there is a section for the CM's General Conditions. Would you want to provide a listing of the exact services to be provided in General Conditions or request of the CM's a listing of what they have included?

A listing of services to be included in General Conditions is attached.

10. Are we to use the full \$5.2 million Construction Budget in calculating our fees on the price/cost proposal form?

Yes.

11. Section C.2.4.e Requires the CM to provide a 100% payment & performance bond for the GMPP. We assume the cost of this bond would be included in the GMPP and not in the actual CM fee to perform Section C.2 Pre-Construction Services. Is this a correct assumption?

Yes

General Conditions Worksheet

BASIC GENERAL CONDITIONS REQUIREMENTS

Description
Project Manager
Assistant Project Manager
Office Engineer
Superintendent
Assistant Superintendent
Automobiles and Pickups
Vehicle Fuel, Oil & Maintance
Scheduling
Job Site Secretary
Watchman/Security
Office Trailer
Mobilize/Demobilize
Computers
Software
Office Supplies
Copier (jobsite office)
Fax Machine (jobsite office)
Jobsite Office Furniture
Storage Trailer
Dumpsters
Temporary Toilets
Field Radios
Cell Phones & Field Telephone
Data and Telecommunications
Drawings/Printing
Photographs
Project Sign
Express Mail/Postage
Temporary Water and Ice
Living Expense
Travel & Misc Expenses
Small Tools & Equipment
Layout & Surveying
Parking Expense
Safety Equipment & First Aid Programs
Barricades, Construction Signage & Walkways
Construction Progress Photos & Documentation
Progress & Final Cleaning
LUMP SUM TOTAL