



June 22, 2011

**REQUEST FOR PROPOSAL
#549
Public Works
P21061 City Hall and Depot Exterior Painting**

ADDENDUM #1

The City of Springfield is hereby amending or clarifying the above mentioned Request for Proposal (RFP). The original document can be found on the City's website at www.springfield-or.gov by selecting the hyperlink *Purchasing/Contracts* from the menu on the left side of the home page, interested parties will be linked to the RFP/ITB page.

1. Question: What parts of the building are not to be painted?

City's Response: Please see the building elevations for specifics of what is to be painted. However, it may not be clear that some areas are not to be painted as a part of this contract.

- City Hall
 - Contractors are not to paint the roof cap flashing or the wooden Fascia around the top edge of City Hall. These are shown on the elevations but are excluded from this contract. For this Bid contractors are to:
 - Ignore details 1, 2, 4, 5 and 6 on Sheet A1.
 - Detail 3 Sheet A1 shall only be used to show that the Soffits shall be painted color C1 (trim painted by separate contract).
 - Contractors are not to paint concrete walks, concrete stair treads or concrete stair risers.
 - The mural in the alley between Main and A Streets will not be painted. Mask and paint around it and protect it from overspray.
 - Repainting flush lettering is not included in this contract. Paint over lettering with specified wall color. Incised lettering is to be painted as shown on the elevations.
 - Pipes suspended under City Hall do not get painted.
 - Do not paint brown anodized aluminum windows and storefront.
- Depot
 - Contractors are not to paint wood decking, wood guardrails or the wooden decorative ridge railing on the roof. However, deck trim boards and skirting are included and must be painted.
 - Repainting flush lettering is not included in this contract. Paint over lettering with specified white.

2. **Question:** Without specific directions on how much to paint or how to prep and paint the building how do we bid?
City's Response: This is a Request for Proposal (RFP) contractors shall submit a document with their proposal that describes how the work is to be done. We are relying on the experience of the contractor to provide high quality cost effective methods to meet manufactures recommendations and assures the City a high quality, long lasting finish. To assure that this is the case we are modifying section **VI. Selection Process** of the RFP as follows.

This is a Request for Proposal so selection is based on the criteria outlined below. Contractor with the highest total point score will be awarded the contract.

Evaluation Criteria	Points
<i>Conformity of submitted proposal to this RFP</i>	5
<i>Company/Personnel experience (preference to companies with more large commercial experience)</i>	20
<i>References</i>	5
<i>Proposed means and methods (preference to proposals that best balance these specifications, manufacturers recommendations, least disruption to the buildings operation and the environment)</i>	10
<i>Price (preference given to proposals with lower costs for specified service)</i>	<u>60</u>
TOTAL	100

3. **Question:** Who is the Architect?
City's Response: Gary Moye Architect Inc.
4. **Question:** Are Bonds required?
City's Response: No Bid Bond is required but Contractors will be required to provide Performance and Payment Bonds. Bonds are not required with the proposal but must be presented before contract execution.
5. **Question:** Are we responsible for permit costs?
City's Response: Yes. Contractors are responsible to pay for all permit and inspection costs required by the City. Check with the Building Official for required permits (541-726-3753). Traffic control plans do not have a fee associated with them (541-726-3753).
6. **Question:** Does railroad liability come into effect?
City's Response: Likely not but talk to your insurance company but neither project is near an active rail facility.
7. **Question:** In the traffic plan do we need to include alleys?
City's Response: Yes. Any work in the right-of-way including streets and alleys needs to have a traffic control plan approved by the Traffic Engineer or designee.
8. **Question:** Is there a form we need to use in order to describe our experience, references, product substitution requests and our construction means and methods?
City's Response: No, please attach separate pages that describe the appropriate responses to these issues or questions.

10. Question: What will happen with cars in lots?

City's Response: The City will coordinate with the contractor to schedule the closing of parking spaces, groups of spaces or entire lots as needed. Contractors shall work with the City to keep closures to a minimum as the facility is open and operating Monday through Saturday and parking is at a premium.

11. Question: Who will remove plants growing on walls to be painted?

City's Response: The City will remove plants growing on the walls; however the contractor must properly prepare these surfaces for painting. In areas where plants grow next to walls (but are not attached) contractor shall work around the plants in order to paint the building surfaces. Trimming of plants if desired must be approved in advance.

12. Question: What window and door frames get painted?

City's Response: All window and door frames get painted except the anodized aluminum frames and store front.

- City Hall
 - All doors, door frames and window/transom frames to be painted are clearly marked on the elevations. Do not paint anodized aluminum frames and store front only those made of wood or painted metal.
- Depot
 - All doors, door frames and window/transom frames are to be painted. Paint scheme outlined in Attachment #5.

13. Question: Is the train car located at the Depot included in this job?

City's Response: No.

14. Question: What about the paint on the window panes at the Depot?

City's Response: Contractor to scrape all paint from the exterior of window panes.

15. Question: How are the downspouts at the depot to be painted?

City's Response: Paint to match existing style.

16. Question: Can lifts or booms be used?

City's Response: Yes. Lifts can be used and are encouraged due to their flexibility. They may even be used on non-paved areas. In non-paved areas, please coordinate with the City to turn off irrigation in order to assure a firm drivable base. Contractor is responsible to repair any damage caused by the equipment.

17. Question: What is the Architects estimate for this project?

City's Response: The budget range for this project is \$100,000 to \$150,000.

18. Question: The City would save money if contactors did not have to follow Detail 7 on Sheet A1 and were allowed to clean and paint the entire under side of City Hall, including insulation. Can we do that?

City's Response: The City is interested in receiving the best job possible and reducing costs is always desirable. Contractors can bid this as an alternative. Include information as to how you will accomplish preparation and painting of this work on your attachment outlined in Number 8 above. This question requires a change to two pages in the RFP.

- Attachment 3 has been amended to add a Section 3. Each Section is the full price for the work in that section. The City reserves the right to accept or reject any or all

of the Sections based on the best interests. Our desire would be to award Section 2 and either one of Section 1 or 3 (but not both).

- Part 1 – General, Project Overview will be changed to read:
 - The City of Springfield (City) is requesting proposals from qualified Contractors to provide exterior painting services for two locations, Springfield City Hall and Historic Depot. The City intends that the project will be a complete project for preparation and painting of the two buildings. We plan to award this bid to one contractor but the bid is to be divided into three sections; *Section 1 Springfield City Hall, Section 2 Historic Depot and Section 3 City Hall as specified (including addenda) except this section Deletes Detail 7 on Sheet A1 and replaces it with prepping and painting the entire underside of City Hall.* The City reserves the right to accept or reject any or all of the Sections based on the best interests of the City. Project includes surface preparation, cleaning, removal of old defective coatings, surface repair and painting. Contractor shall supply all necessary preparation, installation, supplies, equipment and materials and cleanup necessary to provide complete project.

ATTACHMENT 3
REVISED BY ADDENDUM #1
Authorization to Legally Bind Proposer

The person executing this Proposal and the instruments referred to herein on behalf of the Proposer has the legal power, right, and actual authority to submit this Proposal, and to bind the Proposer to the terms and conditions of this Proposal.

Firm Name: _____ Email: _____

Mailing Address: _____ Physical Address: _____

City, State, Zip _____

Phone Number: _____ Fax Number: _____

Taxpayer ID # _____ CCB # _____

Bidders Authorized Representative _____ Title _____

Phone Number: _____ Fax Number: _____

Section 1 City Hall

<i>Item</i>	<i>Est. Qty</i>	<i>Units</i>	<i>Unit \$</i>	<i>Total \$</i>
Prepare and paint City Hall Exterior 225 5 th Street, Springfield	1	Lump Sum	_____	_____
TOTAL SECTION 1				_____

Section 2 Historic Depot

<i>Item</i>	<i>Est. Qty</i>	<i>Units</i>	<i>Unit \$</i>	<i>Total \$</i>
Prepare and paint Depot Exterior 101 S. A Street, Springfield	1	Lump Sum	_____	_____
TOTAL SECTION 2				_____

Section 3 City Hall as specified (including addenda) except this section Deletes Detail 7 on Sheet A1 and replaces it with prepping and painting the entire underside of City Hall.

<i>Item</i>	<i>Est. Qty</i>	<i>Units</i>	<i>Unit \$</i>	<i>Total \$</i>
Prepare and paint City Hall 225 5 th Street, Springfield	1A	Lump Sum	_____	_____
Deleting Detail 7 on Sheet A1 and prepping And painting the entire underside of City Hall				
TOTAL SECTION 3				_____

 (Signature of person authorized to bind Proposer)

 Dated

 Print Name of Person Signing as authorized to bind Proposer

In the event that it is necessary to further amend, revise or supplement any part this RFP, additional addenda will be posted on the City's website at <http://www.springfield-or.gov> (select the **Purchase Contracts** hyperlink and RFP #549 Addendum #1 City Hall and Depot Exterior Painting P21061). As stated in the original solicitation, City will make a reasonable effort to provide the addenda to all Bidders to whom City provided the initial Invitation to Bid. This addendum shall be considered part of the specification of the Invitation to Bid. The City is not responsible for any explanation, clarification, interpretation or approval made or given in any manner except by written addenda issued by City.

ALL BIDDERS SHALL ACKNOWLEDGE AND INCLUDE THIS ADDENDA #1 AS PART OF THEIR SUBMITTAL PACKAGE.