

**CITY OF LAKEWOOD
PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR
THE REMODEL OF THE CITY COUNCIL CHAMBERS
AT LAKEWOOD CA CIVIC CENTER**

ADDENDUM NO.1

NOTICE TO PROPOSER

Proposer shall acknowledge receipt of this addendum by detaching, signing, **and attaching to his proposal**, one (1) copy of this sheet.

I,

Consultant

Address, City, State, Zip

hereby acknowledge receipt of Addendum No.1 to the RFP, with **Attachments A & B** for the PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE REMODEL OF THE CITY COUNCIL CHAMBERS AT LAKEWOOD CA CIVIC CENTER, and have considered these revisions in the preparation of my proposal. This addendum, consisting of this acknowledgment and 4 additional pages shall become a part of any contract made pursuant hereto.

Date

Consultant's Signature

Consultant's Name

ADDENDUM NO. 1

AGENCY: CITY OF LAKEWOOD

PROJECT TITLE: **PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE REMODEL OF THE CITY COUNCIL CHAMBERS AT LAKEWOOD CA CIVIC CENTER**

DATE: JUNE 11, 2024

PROPOSAL DUE DATE: JUNE 19, 2024 AT 4 PM

This Addendum forms a part of the Contract Documents for the above-mentioned Public Works Contract and modifies the original RFP as noted below. Portions of the contract not specifically mentioned in this Addendum remain in force. All trades affected shall be fully advised of these changes, deletions, and additions. Any proposal not incorporating this Addendum shall be considered as an incomplete proposal.

1. Questions and Answers

Attachment "A" of this Addendum addresses the comments and questions received during the proposal period. The responses are intended for clarification purposes and shall be considered a part of this Contract.

2. Pre-Proposal Site Visit Attendee List

Attachment "B" of this Addendum is the list of Attendees at the Pre-Proposal Site Visit held on Monday June 3rd, 2024.

ATTACHMENT A – Questions and Answers

Q1: During the site visit is two budgets were mentioned, one high one low. Which budget/scope of work should be reflected in the RFP.

A1: The approved CIP Budget allocates \$1,200,000 to this project, but staff expects the cost could be as high as \$3million. The scope of work should target this value range, inclusive of soft costs, however should the A/E firm determine the budget to be insufficient a note should be made as to their proposed total project budget.

Q2: Does the budget include soft costs?

A2: Yes

Q3: Are there any specific funding or grant programs allotted for the project that require Compliance?

A3: No

Q4: If grant funding is expected, will the cost estimating need to be bifurcated for grant vs city spending?

A4: N/A

Q5: Has a CASP Report or facilities survey been completed in recent years?

A5: Yes, a report on the full building was completed circa 2018.

Q6: Are any utility or building surveys available or would new surveys be required?

A6: No surveys are available. Proposer shall determine surveys needed and include same in their Proposal.

Q7: Have there been any unpermitted modifications to the building?

A7: Not that City staff is aware of.

Q8: The proposal requires schedules be maintained in MS Projects. Are alternate scheduling softwares acceptable provided they provide the same output and minimum functionalities as MS Projects?

A8: Yes, provided a copy of the software is provided to the City for their use.

Q9: Section J indicates stakeholder meetings will be required. Please identify project stakeholders.

A9: Department Heads, CIP Committee, and City Council.

Q10: Section R.g notes public outreach under qualifications but was not clearly identified

A10: Proposer shall identify public outreach services that are available, whether or not they are used on this project. Identify Public Outreach services as an alternate service as additional work, if requested.

Q11: In the SOW, are significant public outreach activities anticipated?

A11: No

Q12: Section F notes specifications to be provided at 90 and 100CD stages; Section L.4 notes specifications are to be provided in DD. Please clarify requirement and number of issuances.

A12: Provide a first draft technical specification with DD. Provide a second draft complete specifications with the 90%CD (including updated technical specifications and information to be included within the City's "front-end" specifications such as the bid schedule, description of work, recommended working days, etc.) and submit a final complete specification at 100%CD that responds to City comments.

Q13: Will the camera systems and access control design scope be limited to just the Council Chambers space, or does this extend to the rest of the building as well?

A13: While there are currently no plans to extend the camera and control system work to other areas of the Civic Center within the current project, the Proposal shall provide that the system is expandable for future use.

Q14: I have a question regarding the links in the RFP's last page. Is there a different link you can share? The links in the RFP are not working.

A14: Please use the link below in its place:

<https://drive.google.com/drive/folders/1bQ9U3BuFZTNVpoDj3oBKBaiRFs7YE3TK?usp=sharing>

Q15: Do we address/submit the cover letter/RFP submission to you or Kelli Pickler? Please also confirm the delivery address.

A15: Submission to Kelli Pickler or Sam Chambers is acceptable, with the preference being addressed to Sam Chambers. The address is 5050 Clark Ave. Lakewood CA 90712.

City of Lakewood Council Chambers
 Pre-proposal site visit
Attendee list

	Name	Email	PH #
	Kristen Tetherston	BOA keister@tritontech.TV	949-623-5477
	Allan Rojas	BOA allan@TRITONTECHNOLOGY SOLUTIONS	
ENVIRON	Aimee Mandala	aimee@environarch.com	562-212-4598
NOVO	STEPHEN YAS	STEPHEN.YAS@OUTLOOK.COM	424.350.8571
	Pouya Goshayeshi	pouya@lcdg.com	310-706-8575
	JEFF BECKSFORT	JEFF.BECKSFORT@PAE-ENGINEERS.COM	503.957.8220
ENVIRON	CARLA KELLY	CARLA@ENVIRONARCH.COM	562-495-7110x236
ASULON	ERICA CARVALHO	ECARVALHO@ASULON.DESIGN	(323) 327 1070
	Kyle Ng	kyle.ng@boaarchitecture.com	(562) 972-8067
	Corey Gonzalez	"	"
	Daniel Berghauer	daniel.berghauer@dahlgroup.com	858.342.7944
	Sepideh Sheybani	Sepideh.s@interfaceeng.com	13101948-8243