

Owner Representative Addendum 3 to RFP

1. Is there a proposed project schedule and overall duration for the basis of the proposal? Further comments/questions related to this subject are:
 - a. Paragraph C.1 of Attachment A indicates a contract period. Is it correct to assume this will be for the combination of all branch locations?
 - i. Answer: Part of the Owners Rep duties will be to aid the Library District in determining what projects will be pursued, what that timeline will look like, and how each project will be managed. All Branches will be included in this effort.
 - b. Will work commence on the Central Library, Downtown Bend, Redmond Library, East Bend, La Pine, Sisters and Sunriver at the same time or phased as represented in the DPL Conceptual Design Final Report?
 - i. Answer: Most likely these will be phased. Part of the Owners Rep duties will be to aid the Library District in determining what projects will be pursued, what that timeline will look like, and how each project will be managed.
 - c. The DPL Conceptual Design Final Report indicates the Central Library will need to go through site master planning and approvals that may take several years. The RFP Section 1: Notice page 3, paragraph 4 indicates the Final Design of the Central Library is to commence by spring of 2021. Do you have an update on the anticipated scope and duration of the site master planning duration? Will these two activities be performed concurrently?
 - i. Answer: Part of the Owners Rep duties will be to aid the Library District in determining what projects will be pursued, what that timeline will look like, and how each project will be managed. All Branches will be included in this effort.
2. Please confirm the intention is to select one Architectural firm, their sub-consultants and all owner design consultants to perform all design work associated with all of the library locations and projects. Confirm the selected vendors will be issued a single contract for all locations with the contract defining the scope of services and fees for the individual locations. If this incorrect, will separate RFPs, selections, contracts, etc. be required for each project/library?
 - i. Answer: We are looking for the Owners Representative to help us make these decisions. Per Public Contracting Rules, the Library will issue Requests for Proposals for any work expected to cost over \$150,000, and Request for Quotes for any work expected to cost under \$150,000.
3. Please confirm the intention is to select a single Construction Manager to provide General Contracting services for all projects and locations. Will the Construction Manager have multiple contracts one for each project and will the final contract values be determined on a negotiated contract basis? If this is incorrect, will separate RFPs, selections, contracts, etc. be required for each project/library?
 - a. Answer: We are looking for the Owners Representative to help us make these decisions. Per Public Contracting Rules, the Library will issue Requests for Proposals for any work expected to cost over \$150,000, and Request for Quotes for any work expected to cost under \$150,000.
4. Please confirm DPL will contract directly with consultants not included under the Architect's contract such as Geotechnical Engineering, Survey, Cost Estimator, Code Consultant, ADA Consultant, Commissioning Agent, Special Inspector, FF&E Purchasing Agent, Real Estate Agent and the contractor's scope of service is to include the selection process and management of these consultants as described in RFP section 1.2.

- a. Answer: We are looking for the Owners Representative to help us make these decisions. Per Public Contracting Rules, the Library will issue Requests for Proposals for any work expected to cost over \$150,000, and Request for Quotes for any work expected to cost under \$150,000.
5. Please confirm if the contractor's cost breakdown described in section 3.2, page 12 is to be provided for each individual project/library and combined for a total fee to be inserted in section 3.1 of Attachment A.
 - a. Please see Addendum 2 on the DPL Public Website News for clarification on a new pricing structure that will address this question.
6. Please confirm the contractor is not required to provide full time supervision or have office facilities located on the project jobsites.
 - a. We are looking for the Owners Representative to help us make these decisions.
7. RFP Section 1.2 Requirements, page 5, Phase III: Design and Documentation includes a paragraph after item 2 regarding review of the design documents. This paragraph indicates a review of the Americans with Disabilities Act, this review will need to be performed by an ADA consultant under contract with DPL. The contractor would manage this process but not perform the actual review. Is this the correct interpretation? The paragraph then requests a review to determine if the design is in compliance with local building codes and standards, which is a review that should be performed by a code consultant under contract with DPL and managed by the contractor like the ADA Consultant. Technical reviews of this nature should be performed by these design consultants and ultimately the city and/or county plancheck process. Please clarify the contractor's role and responsibility regarding the plan review process.
 - a. We are looking for the Owners Representative to give us the direction in these areas.
8. Section 2 – Instructions to Proposers, item 2.20 K includes a liquidated damages provision. Please clarify how this would be assessed as the contract Attachment A item C.1 provides for an overall term. Is the intention to develop separate timelines for the Contractor's scope of work? The use of liquidated damages with the Construction Manager/General Contractor on the delivery of the construction project is typical, I'm not sure how it would be applied in this RFP and contract.
 - a. Please see Addendum 2 on the DPL Public Website stating that this requirement has been removed.
9. Attachment A, paragraphs C20.1 and C20.3 reference that the Contractor will be providing Design services. Please confirm this is incorrect and will be removed.
 - a. Owners Representative will not be responsible for Design services directly. Attachment A is a sample contract and will be revised to accurately reflect the appropriate scope of the Owners Representative.
10. Attachment A, paragraphs C.21 and C.22, as the Contractor will not be a Design Professional or preparing the drawings, specifications and other documents referenced in these paragraphs the Contractor should not be responsible these scopes of services. These paragraphs would need to be modified to represent the information prepared by the Contractor. The responsibilities included in these paragraphs will need to be included in the contracts with the Architect's and all other design consultants retained for the project. Please confirm your agreement.
 - a. Owners Representative will not be responsible for Design services directly. Attachment A is a sample contract and will be revised to accurately reflect the appropriate scope of the Owners Representative.

11. Your website doesn't have a page for questions and information related to the RFP. I have secured the current RFP information from the "Library News" under "About" is that the correct location for updates?

a. Yes. Here is the link

<https://www.deschuteslibrary.org/about/news/news?newsid=9332>