



03.27.2020

City of Kyle Police Headquarters  
Construction Manager at Risk RFP – Addendum #1

**Questions/Answers and Clarifications:**

**Deadlines and Submissions:**

Q1: Given the current health crisis, will there be a change in submittal deadlines or format requirements?

A1: Due date remains April 10, 2020 @ 2:00pm.

RFP response (other than Exhibit A, Part C) will now be digital; e-mail response PDF's to the following:

City Secretary, Jennifer Vetrano at [jvetrano@cityofkyle.com](mailto:jvetrano@cityofkyle.com)

Sue Hagerty, PGAL at [shagerty@pgal.com](mailto:shagerty@pgal.com)

For Exhibit A, Part C (Financial): do not include as a digital file; mail one copy of this section, with a post mark of April 10<sup>th</sup> or earlier to:

City Secretary, Jennifer Vetrano at [jvetrano@cityofkyle.com](mailto:jvetrano@cityofkyle.com) at 100 W. Center Street, Kyle, TX 78640.

The City of Kyle will allow electronic only submittals.

If hardcopies may be included at the contractor's discretion, all responses must be sealed and received by and be in possession of the City no later than 2:00 p.m. CDT on April 10, 2020. Send responses to the City Secretary, Jennifer Vetrano at [jvetrano@cityofkyle.com](mailto:jvetrano@cityofkyle.com) or by mail (no hand-deliveries as our office is currently closed): 100 W. Center Street, Kyle, TX 78640.

Q2: The RFQ previously restricted all submittals to be no more than 1/2 thick. Now that that no longer applies, will you be instituting a page limit on electronic submissions?

A2: A page limit of 100 pages will be applied to electronic submissions.

**Project Questions:**

Q3: Define what is expected during Pre-Construction:

A3: Anticipated effort for Pre-Construction: Cost Estimate of Schematic Design Documents, develop Guaranteed Maximum Price (GMP), provide cost savings ideas and associated savings using Schematic Design drawings, assist in scheduling of drawing packages and construction to meet City's goals (to be determined), and attend up to eight design meetings prior to construction.

Q4: Will Plum Creek Development Standards apply to the project?

A4: Yes, Momark's development standards and Design Guidelines will be adhered to. Momark has stated they'll work with the team to ensure the City's needs will be addressed if conflicts arise from the guidelines.

Q5: Will this be a low impact development?

A5: Yes, per Momark's lead with the Plum Creek Development

Q6: How will City Permitting be handled?

A6: The project will follow all City of Kyle permitting processes, with the City's collaboration, the process will be expedited.

Q7: Will there be any Federal participation in the project?

A7: No part of this project will be Federally funded, so there will be no Federal wage scale applied.

Q8: Section A, 3.8 of the RFP states "Describe the projects, if any, of a similar scope that your organization has completed for an ESD or other government entity in the last ten (10) years, giving the name and location of project, owner, developer, architect, staff members and management assigned to projects, construction contract amount, date of completion and percentage of the cost of the work performed with your own forces." Can you verify that you only want us to list which staff members on our proposed team were assigned to these projects?

A8: Confirmed. Please list those staff members on the proposed team that will be assigned to the project.

Q9: Reference the request for proposal, Section F, I, preconstruction phase service fee. Is there a predefined preconstruction, fee and general conditions form that will need to be completed and incorporate into our response? If not, we assume proposing general contractors will supply this in their standard form.

A9: See Q1 for preconstruction scope. There is no form.

Q10: Reference the request for proposal, Section F, I, preconstruction phase service fee. Please define what is to be expected during preconstruction.

We assume that there will be weekly design meetings. If so, what are the meeting durations, how many will be held weekly and where will they be held? In addition, we assume an SD budget development, DD/Preliminary GMP budget for Bond development and Final GMP/Trade Bidding development.

A10: See Q1 for preconstruction scope.

Q11: It was discussed during the pre-submittal meeting that a preliminary guaranteed maximum price will be developed from the design documents in order to move forward with the Bond. Please confirm that this is still the intent.

A11: Confirmed.

Q12: It was discussed during the pre-submittal meeting that The City of Kyle, for this project, will not be seeking LEED and or HUB/diversity requirements. Please confirm that this is still the intent.

A12: Confirmed.

Q13: If selected, will the CMr need to provide the payment & performance bond before the Preconstruction Phase Services began or, as we would normally expect, at the commencement or NTP of the work as part of the GMP?

A13: Assume providing as part of GMP.

Q14: Please provide a clearer description of the deliverables required within the preconstruction phase. A clearer description of the deliverables would include, but would not be limited to: the number of estimates expected, if a schedule is required, if constructability reviews are required, BIM coordinations, VE exercises, the attendance of weekly design meetings, assisting the City with passing the bond election, etc. That sort of description will clarify the needs and how to prepare the response

A14: See Q1 for preconstruction scope.

Q15: The Preconstruction fee is described as a "not to exceed" fee. What is anticipated being required to provide to receive approval and payment of those services? Will the services be based on a predetermined set of deliverables or will it be billed on a monthly basis as cost are incurred?

A15: See Q1 for preconstruction scope. Anticipated invoicing: monthly invoice provided to the City describing scope provided during the month and associated percentage of total preconstruction fee.

Q16: Is the passing of the bond required to fund the preconstruction fee?

A16: No.

Q17: Please confirm if this project will have a Wage determination in affect?

A17: No anticipated Wage rate.

Q18: Will E-verify be enforced on this project?

A18: To be determined as part of contract process between CMR and City legal.

Q19: Will a HUB outreach effort be required on this project?

A19: No HUB requirements or outreach required.

Q20: Please confirm that there is not a response required regarding General Conditions at this time?

A20: Confirmed; will be established as part of GMP.

Q2 I: Considering the current pandemic and its impact on resources, would the City of Kyle and PGAL consider receiving electronic versions of our proposal via email only in lieu of six hard copies?

A2 I: Yes. See Q I.

**Document Clarifications:**

C1 The Kyle PD RFP, Definitions and Exhibits, Section I.A. page 2:

*Project* means the construction of a **new police station** and related site work as described herein.

C2 The Kyle PD RFP Exhibit A, Section B, 2. I page 4:

2. I Describe the experience of proposed key personnel with **police stations** over the last five (5) years. Note role proposed key personnel performed with listed projects and whether the project was negotiated or bid.