



City of Santa Fe

200 Lincoln Avenue, P.O. Box 909, Santa Fe, NM 87504-0909

March 17, 2014

Notice to Respondents to the Request for Proposals (Contractor)

**Addendum Number 1
Request for Proposals (RFP) # '14/28/P**

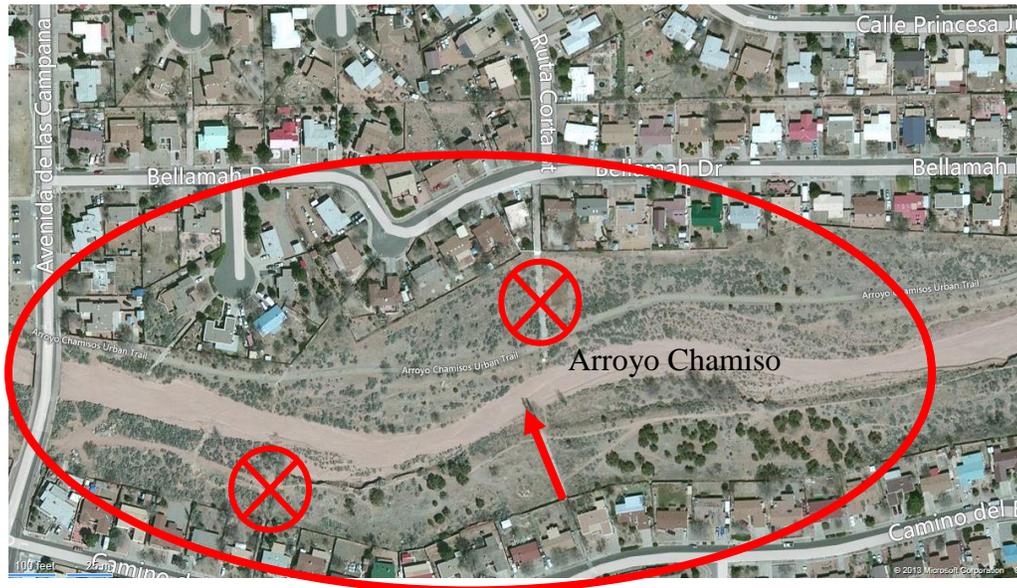
**Storm Water Management Improvements
Arroyo Chamiso and Santa Fe River**

The following corrections and/or clarifications shall be incorporated into the Request for Proposals (RFP) for the above-referenced project, and shall be reflected in the Contractor's proposal for the project. Any portion of the RFP not specifically modified or referenced herein or by Addendum #1 shall remain unchanged.

This Addendum forms a part of the Request for Proposals (RFP) and modifies the original RFP issued February 27, 2014. Acknowledge receipt of this Addendum in the space provided below and attach a signed copy to the proposal submittal.

General Clarifications:

1. Copies of the pre-proposal meeting agenda and sign-in sheet are attached.
2. **Change in scope of work:** The project site on the north side of the Arroyo Chamiso, plus the western site on the south side of the arroyo, have both been removed from the project scope of work. See the "X" locations in the graphic below. The one drain from Camino del Bosque, on the south side of the arroyo remains in the scope.



3. Questions and Responses:

- a. Q: Given the City's desire to make sure that the contractor chosen for RFP #14/28/P is not over committed, I would like to know the schedule for other similar RFP's. In particular, we heard that an RFP or a series of RFPs may soon be issued for rain gardens along Alameda. Do you have a sense of the timing of these and any other similar projects? Also, does the city have a policy by which a significant portion of one project needs to be complete before another is awarded?

RESPONSE: A Request for Proposals for the city's anticipated Alameda Rain Gardens program will not likely be issued any sooner than August, 2014 (at the earliest). We are not aware of any other similar projects planned or under way. There is no policy with respect to phasing of the award and completion of projects.

- b. Q: I also want to confirm that for RFP #14/28/P that you are assuming you might get two types of proposals: one in which the design-build work would be done by employees of one contractor and another in which the design-build work would be accomplished by the employees of more than one contractor but headed by a lead contractor.

RESPONSE: The assumption as described above is correct. A successful respondent to the Request for Proposals may be a singular, independent firm or organization that possesses all of the capabilities required for successful implementation of the work; or may be a lead firm or organization that assembles a team that includes sub-consultants or sub-contractors that collectively provide all of the capabilities required. In any case, the city seeks to contract with one firm or organization that is either the sole contractor/consultant on the project, or is the lead organization that has assembled a team that consists of a collection of contractors or consultants.

- c. Q: Given the recent work completed by the city along the Santa Fe River, has a cultural resources survey been completed for the project areas along the Santa Fe River as described in the RFP?

RESPONSE: Yes.

- d. Q: Will a City of Santa Fe archaeological clearance permit be required for any of the project areas described in the RFP?

RESPONSE: Given the current understanding of the area (square footage) encompassed at the project sites, no archaeological clearance permits are required.

It is the responsibility of the Contractor to determine what, if any, permits may be required; and to acquire any permits that may be required for the completion of the work.

- e. Q: What is the nature or scope of public meetings that will be required for the project?

RESPONSE: The Contractor shall make reasonable efforts to notify and provide project information for neighbors in the vicinity of the project sites. Prior to commencing work in the field, the Contractor shall make appropriate effort to contact neighbors in the immediate vicinity of the project sites to provide information regarding construction activity, traffic and noise.

- f. Q: Will the Contractor be required to provide drawings that include the stamp of a professional engineer?

RESPONSE: The design documents for the project, provided by the Contractor, must be stamped and signed by either a professional landscape architect or professional engineer. Note that this updated response differs from a verbal response provided by the city at the pre-proposal meeting that took place on March 12, 2014.

- g. Q: In the RFP, there is conflicting information regarding the number of proposals that must be submitted. What is the correct number of proposals that must be submitted?

RESPONSE: The correct number of proposals to be submitted is six (6); i.e., one original plus five copies.

- h. Q: Is the city looking for design solutions that might include active, installed irrigation systems to support plantings at the project sites?

RESPONSE: No. Any irrigation should be provided by anticipated, natural precipitation – by passive means.

- i. Q: At the project sites along the Arroyo Chamiso, will it be possible and permissible to modify drainage features at adjacent streets in order to increase flows into the new, constructed storm water management features?

RESPONSE: Yes, provided that the Contractor can demonstrate that the modifications to drainage features are supported by an analysis of pre-existing and proposed drainage patterns and flow volumes.

- j. Q: Is there a budget for the work? What is the budget?

RESPONSE: The city prefers not to provide information regarding a budget for the work. The city prefers that Contractors evaluate the nature and scope of the work, develop design solutions for the work, and offer a cost proposal based upon the Contractor's understanding and approach.

End Addendum No. 1

This is to certify that I/we have read the above Addendum No. 1 dated March 13, 2014, and have incorporated it in my/our proposal.

DATE: _____

SIGNED: _____

TITLE: _____

NAME OF FIRM: _____

ATTACH A SIGNED COPY OF THIS COMPLETE ADDENDUM TO THE PROPOSAL SUBMITTAL.

Receipt Acknowledgement by Proponent

This addendum will be part of the Request for Proposals and shall be included with the submittal. Non-receipt of addenda by the Contractor in no way relieves the Contractor from obligation of compliance with terms and conditions stated in the addendum.

ATTACHEMENTS

- AGENDA, PRE-PROPOSAL MEETING
- PRE-PROPOSAL SIGN-IN SHEET

Attachment: Agenda. Pre-Proposal Meeting



City of Santa Fe
Public Works Department;
Roadway and Trails Engineering Division; River, Watershed and
Trails Section

Pre-Proposal Meeting, 03/12/14
RFP# '14/28/P - Storm Water Management Improvements
Arroyo Chamiso and Santa Fe River

Agenda

1. Introductions and sign-in
2. Proposal schedule
3. Addenda
4. Discussion regarding objectives and design guidelines
 - design-build approach
 - storm water management
 - infiltration opportunities
 - water quality
 - erosion control
 - green infrastructure, low impact development, bio-remediation
5. Overview of project areas, and "examples"
6. Evaluation criteria
 - note that at least 35% of the evaluation will be based upon the relevant experience of the organization and staff, plus the project approach to address the project objectives
7. Local Preference, 10 % (maximum)
8. Submittal packets – submit six complete packets
9. Questions
10. Close

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