ADDENDUM ONE
March 3, 2025

Project: **City of La Pine Small Business Incubator Facility**
City Project No.: **24-02**

A. CLARIFICATIONS. The following are clarifications from the mandatory pre-proposal meeting held Friday, February 14th at La Pine City Hall.

1. To clarify on the quantity and location of water meters, there will be one (1) water meter per unit; 4 total for the building.
2. Please reference this adjusted approximate building size: 200'w x 30'L
3. Street and road improvements are to include sidewalk and drive entries. Main roads are already improved).
4. For the IT cabling section in the Scope of Work, please include a total of six duplex jacks per unit with one on the ceiling, cabled with everything going back to a central location per unit. Include a termination block with all cables toned and tested.
5. For sewer connections, there will be one lateral to the property with sub-laterals to each unit. Individual cans for each unit in the parking lot.
6. We are not requiring office space.
7. Light industrial set-backs per City of La Pine Development Code Sec. 15.24.400 Industrial & Public Facility Zones - Development Standards
   - Minimum setbacks Light Industrial:
     - Front or street-side yard: 20ft
     - Side yard: 10ft
     - Rear yard: 10ft
     - Max building height: 45ft
     - Maximum lot coverage: 60%
     - Minimum landscaped area: see 15.24.500.A and Chapter 15.82

B. **ANSWERS TO QUESTIONS RECEIVED:**

Question 1. "What level of detail is required for design during the RFP stage? Is the intent to base pricing on Attachment G – Scope of Work or is there a level of design drawings required to be submitted with the RFP? It is currently understood the awarded Design Build Contractor (DBC) will develop schematic design drawings and details after award. However, page 21 of the RFP outlines 'Item 3. Performance (Preliminary) Drawing of the Project,' which outlines including elevations, floor plans and selected details (typically of which would be provided as part of the schematic design process)."

- **Answer.** Yes, the intent is to base pricing off of Attachment G and yes, please provide *preliminary* drawing including those requested elements of Item 3.

Question 2. "Attachment A – Proposal Document, lists the schematic design fee for proposed services and Guaranteed Maximum Price as items to fill in. Is it the expectation that the GMP identified in Attachment A is used as an opinion of cost or expected to be binding (be the basis of

contract)? Other sections throughout the RFP reference adjustment in GMP through the Schematic Design Phase at the completion of the Schematic Design Phase."

- **Answer.** The cost is expected to be binding.

Question 3. "Is it up to the prospective bidders to include a contingency amount or percentage to be included as part of the RFP or is there a stated amount that should be used?"

- **Answer.** Please include your contingency amount at 5%.

Question 4. "Page 14 – Section 3, A – Notes 'Owner will provide the Conditional Use Permit'. Can we assume this means the Owner will manage and submit the Land Use Application including but not limited to: Preparation of Applications, Burden of Proof, Submittal, Application Fees etc. and the DBC would provide all construction documents as needed to support the Owner's efforts to obtain Land Use Approval for the project?"

- **Answer.** The City will pay the application fee but the contractor is responsible for the land use process.

Question 5. "Page 15 – Section 3, B – Under "Energy Efficiency" is the Owner requesting a complete energy model for the building prepared by a PE, or can the DBC working through design-build electrical contractor simply submit a cost-benefit study evaluating different fixtures, system and products?"

- **Answer.** It will suffice to provide a cost-benefit study.

Question 6. "Page 22 – Section 7B – Fees – Please confirm if the intent of section 7B, for the GMP is intended to include project soft cost including but not limited to: Permitting Fees, SDC's, Utility Connection & Extension Fees. If the intent is that these costs are to be included, can the City of LaPine provide an estimate of said fees to be included in the GMP and paid by the DBC?"

- **Answer.** You can exclude the permitting, SDC, and utility connection & extension fees. Any subcontractor specialty permits are the responsibility are the subcontractors.

Question 7. "What anticipated planning department coordination/discovery is left to be done? Will we be going through a typical planning dept process with Deschutes County?"

- **Answer.** Yes, this will be a typical permitting process with the City of La Pine and Deschutes County.

Question 8. "RFP discusses permits. It does not mention SDC's. Is contractor responsible for SDC's as well? Have there been any estimates done for SDC's?"

- **Answer.** The contractor is not responsible for SDCs. The City is covering the SDC costs.

C. **ATTACHMENTS TO ADDENDUM**

- Prebid sign-in sheet