

County of Imperial  
 Workforce & Economic Development  
 Request for Proposals  
 Construction Management Services for Housing Rehabilitation Projects and Programs

ADDENDUM NO. 3

December 13, 2019

This ADDENDUM is hereby made part of the Request for Proposals and Scope of Services to the same extent as if originally included therein, and shall signed by the bidder and included with the proposal.

**Edit No. 1: Request for Proposals – Exhibit 2 – Information for Proposers - Section 12.4 – Cost of Proposed Services**

Describe your proposed basis for determining the cost of the requested consulting services, including fee schedules, for the term of the contract. Provide specific information on how the cost of a work program task would be determined and billed.

Please provide fee schedule as follows:

	Fee per Hour
<b>Housing Rehabilitation Construction Management Services</b>	
Management Principal	\$
Senior Manager	\$
Project Manager	\$
Other Staff	\$
<b>Hazardous Materials Survey, Testing and Abatement Services</b>	
Residential Housing Lead Testing	\$
Residential Housing Asbestos Survey	\$
Other Hazardous Material Testing and Abatement	\$
<b>Administrative Support</b>	
Report Preparation-Word Processing, Clerical/Office Technician/Courier	\$
<b>Reimbursable Expenses</b>	<b>Fee for each</b>
Photocopies (each)	\$
Mileage	\$

**Question No. 1:** Section 4.3 specifies the creation of floor plans, demolition plans, grading plans, etc. as part of the scope of work. Does this mean that we will be developing construction documents for permitting or will these floor plans be schematic in nature to supplement the scope of work?

**Response No.1:** The selected Housing Rehabilitation Construction Manager will be required to produce all construction documents that will be used during the project bidding

process and to secure all permitting documents. Expected duties may include, but are not limited to, building inspections, construction supervision, construction contract administrative duties, and preparing scopes of work that include cost estimates.

**Question No. 2:** Section 4.3 specifies that the cost estimate shall include costs for design and blueprints, will the design and blueprints be created by a third party or would we be providing our costs to perform this work?

**Response No. 2:** Potential bidders must provide costs for design and blueprints. If the potential bidder wants to use a third party to provide designs, the name of the subcontractors must be included in the proposal. The subcontractor must have all the credentials required to prepare designs and blueprints.

**Question No. 3:** Section 12.4 specifies that we should include our fee schedules for the term of the contract. This contract will be for a duration up to three years. Our firm's hourly rates are updated yearly and prevailing wage determinations are also updated periodically. Please confirm if we should include our fee schedule with the proposal? If so, how will these increases be handled during the duration of the contract?

**Response No. 3:** Please refer to Addendum # 3 edit No. 1 for a response to this question. The rates submitted will remain the same for the duration of the contract. Construction Management services should not trigger prevailing wages.

**Question No. 4:** Section 4.5 specifies that we will provide plan and specification compliance inspections. Will these inspections include special inspections or will a third party be performing these services?

**Response No. 4:** The selected Housing Rehabilitation Construction Manager may select a third party to perform special inspection services. However, the cost of these special inspections must be approved by the County's administrator of the program.

**Question No. 5:** Due to the holidays, could the submittal date be extended?

**Response No. 5:** **Yes, the submittal deadline will be extended to December 19, 2019 at 5:00 PM.**

**As a reminder, to be considered, one original and five copies of PROPOSALS must be received in the office of the Imperial County Purchasing Department, 1125 Main Street, El Centro, California, 92243, Attention: Priscilla A. Lopez, Workforce and Economic Development Director, by the time specified above.**

**County of Imperial  
Workforce & Economic Development  
Request for Proposals  
Construction Management Services for Housing Rehabilitation Projects and Programs**

**ADDENDUM NO. 3  
ACCEPTANCE OF NOTICE**

Please acknowledge receipt of this Addendum No. 3 consisting of 3 pages and attachments, by signing and returning a copy of this Acceptance of Notice. Each proposing agency must acknowledge receipt of this addendum in the noted space below. Include a copy of this addendum with your Proposal Package.

By:  \_\_\_\_\_ Date: December 13, 2019  
Priscilla A. Lopez  
Director of Workforce and Economic Development

**ACCEPTANCE OF NOTICE**

Receipt of the ADDENDUM No. 3 is hereby acknowledged by:

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Signature