

November 16, 2020

**Addendum No. 3
To
Request for Qualifications (RFQ)
For
UW TOWER COMPLEX EXTERIOR CLADDING REPAIRS – CONSULTING SERVICES**

GENERAL QUESTIONS

Q1. Page 1, “The general scope of services includes, but is not limited to:” What other scope of services besides the 5 items stated should be included in the quote?

A1. The scope of services remains as stated in this section. “Is not limited to” is intended to encompass any general tasks related to the complete the stated services, not add additional scope items.

Q2. Page 1, Item 4 - ‘Review the work, including final reviews, inspections and occupancy.’ How many inspections or frequency of inspections to include in the Request for Quote.

A2. UWF requests that respondents include an estimated number of inspections based on their experience with similar work.

Q3. Provide clarification on ‘occupancy’ and its Scope of Work.

A3. Page 1, Item 4, is being corrected as noted below, removing any reference to occupancy.

“Review the work, including final reviews and inspections.”

DESIGN PHASE

Q4. Page 2, Item I – Design Phase: Conduct site visit(s) to review existing conditions, develop, and confirm the scope of repair for sealant replacement at perimeter of IGUs. Confirm that UWF will be providing architectural details or shop drawings of the existing windows.

A4. Confirmed; available drawings will be provided to selected consultant.

Q5: Will UWF provide access via swing stage for the site visit to review sealant joint around the IGUs or is the applicant responsible for access?

A5. UWF does not have a swing stage readily available. If access to a swing stage is required, it can be coordinated with approval from UW Tower staff.

Q6: Will UWF provide assisting contractor to remove any window components to review the IGU perimeter sealant?

A6. We do not expect to remove any window components as part of this Work.

Q7. Page 2, Item I – Design Phase: Develop final scope of work. Will Scope of Work include replacement of the expansion joints and repair/replacement of exterior hollow metal door frame or other building components (such as louver vents)?

A7. Door frames and other building components are not part of the Scope of Work. We expect that the selected consultant will assist the UW in determining the specifications for the expansion joints.

Q8. Will UWF provide the front-end specification sections?

A8. Yes

Q9. Page 2, Item I – Design Phase: Participate in all required meetings with the contractor and UWF project team. -- How many meetings should be included in the request for quote? Will applicant be required to prepare meeting minutes and/or chair the meeting?

A9. The UW requests that respondents include an estimated number of meetings based on their experience with similar work. The selected contractor will be expected to facilitate meetings and record minutes.

PROJECT ADMINISTRATION

Q10. Is 'review all work' limited to RFI, pay applications, and change orders? Or does it entail more work? Please describe the additional work.

A10. This statement describes basic expectations but is not intended to limit any work necessary for general project oversight. If the respondent anticipates any additional work would be need to be specified, please include in your response.

Q11. Page 2, Item II - Project Administration section of the RFP states the Consultant will “assist in the technical review of bid responses...” Are you looking for the Consultant to “assist” UWF in the bidding

or is the Consultant to take the lead in managing the bidding process? We would expect the bidding process to include the following:

- a. Developing a GC bid list to review with UWF
- b. Bid calls to GCs
- c. Bid walks with GCs onsite.
- d. Answering GC questions.
- e. Analyzing the GC bids and preparing a bid analysis to review with UWF
- f. Leading a virtual meeting with UWF to review the bid analysis, proposed project budget, and schedule proposed by the proposed GC.

A11. Consultant is expected to lead the process and provide recommendations and analysis to UW project team. Items a-f above are an accurate representation of the expectations.

SUBMITTAL REQUIREMENTS

Q12. In regard to the page limit, is the cover page the only item that should not be counted in the total page count (10)?

A12. Cover page and staff resumes will not be included in the total page count.

ADDITIONAL QUESTIONS

Q13. Will work on this Project be performed during normal hours on a typical work week?

A13. The work is expected to take place during regular business hours.

Q14. Will there be any work restrictions on the Project?

A14. There are no specific restrictions defined at this time aside from standard health and safety protocols. Prior to the commencement of any work on-site, consultants or contractors are required to submit a site specific safety plan which includes any COVID-19 work practice safety requirements, as stated in the RFQ. Firm's employees assigned to the project will also be required to complete a COVID-19 questionnaire attesting they have not been experiencing any symptoms.

Q15. Will UWF be preparing and negotiating the construction contract with the selected GC, or is the Consultant to lead that effort?

A15. UWF will be negotiating the GC contract.

Q16. How frequently will UWF want to have jobsite meetings? It would be common to have them every other week. Does that sound appropriate for the UWF needs?

A16. We request that respondents include and specify their recommended number of jobsite meetings in their proposal.

Q17: Will UWF want the Consultant to be providing total project budget cost forecasting?

A17. Yes