

November 22, 2017

BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA

Y18-803-EB / ADDENDUM # 1
**DESIGN SERVICES FOR ORANGE COUNTY CONVENTION CENTER
NORTH/SOUTH BUILDING ACCESS CONTROL REPLACEMENT**

Date for Receipt of Proposals: November 30, 2017

This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Underlining indicates additions, deletions are indicated by ~~strikethrough~~.

A. The date for receipt of Proposals remains November 30, 2017.

B. The following are responses to questions submitted:

1. **Question:** "Similar Projects" can work that is phased in four (4) separate parts for construction, where 3 of the 4 phases are substantially complete be used for awarding 1 full point?
Answer: No. Refer to the RFP, Paragraph 26 "Similar Projects", that states "All elements of the project must have been successfully completed and the entire construction of the project certified substantially completed. In paragraph 26 also see definition of "Substantial Completion" as it relates to phased projects. If a phased Project, all phases shall be substantially completed. The date of substantial completion must be prior to the due date of proposals for this RFP.
2. **Question:** For awarding a full point for "Similar Projects", can Studies/Assessments completed be used as experience?
Answer: No. It shall be a substantial completed construction project.
3. **Question:** In regards to section 26 – Paragraph-1: Can a Distribution Center and Data Center be included in the list of facilities as long as the facility area is met? **Answer:** Yes.
4. **Question:** Due to the nature of a typical access control project and the associated building size limitations, can the minimum Sq Ft dropped down to 60,000 Sq Ft facility?
Answer: Yes. See attached revised paragraph 26 Similar Projects.
5. **Question:** Confirming that PM and project engineer must be Florida state certified engineers (PE).
Answer: Yes. Refer to RFP, Paragraph 22 "Key Personnel".

6. **Question:** Will the project be limited to access control system upgrades on existing doors that have access control?
Answer: No. Refer to RFP Y18-803-TA, Exhibit A, page 1, states that the scope is to replace, upgrade and expand existing door access control system.
7. **Question:** Is there a requirement for additional doors to have access control added (i.e. electrical rooms, communications rooms, etc.).
Answer: Yes. Refer to answer in previous question 6. Examples: mechanical, electrical and IDF rooms should be included in the scope.
8. **Question:** Is there a requirement for remote monitoring and lock/unlock function of existing doors that do not currently have controlled access (via card reader). This is important to identify the extent of door hardware modifications if required for the project.
Answer: Yes. There is a requirement to have at least a door contact on each North-South Building perimeter door so that the security personnel would know who exited or entered a door after-hours. In addition, there is also a need to lock or unlock all remote doors remotely.
9. **Question:** Can the Consultant (submitting as prime) currently hold a continuing services contract with Orange County or the Orange County Convention Center, or does that Consultant have to submit as a sub-consultant?
Answer: Consultants currently holding a continuing services contract with Orange County are allowed to submit as a Prime consultant on this RFP.
10. **Question:** Can an M/WBE that's also a SDV business enterprise satisfy the RFP requirements and be submitted for multiple roles and receive points for each role?
Answer: No, an M/WBE firm that's also a registered SDV cannot satisfy the RFP requirements for multiple roles and receive points for each role. The proposer must determine whether he wants to utilize the firm as a M/WBE or a Registered SDV. The role of the M/WBE will count towards meeting the 27% utilization as denoted on page 4 of the RFP. The role of the registered SDV will count towards meeting the additional bonus points as denoted on page 9 of the RFP.
11. **Question:** Can OCCC provide a breakdown of the 18 month schedule proposed and identify what time is anticipated for design, bidding/permitting, and construction?
Answer: See Article XI in the RFP draft contract which shows the total number of days for performance. The schedule breakdown will be coordinated with the successful proposer.

C. All other terms and conditions of the IFB remain the same.

D. The Proposer shall acknowledge receipt of this addendum by completing the applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned not later than the date and time for receipt of the proposal.

Receipt acknowledged by:

Authorized Signature

Date Signed

Title

Name of Firm

26. **SIMILAR PROJECTS**

“Similar Projects” for the proposed Project Manager and the proposed Project Engineer has been defined as a single project, (if a phased project all phases shall be *substantially completed*), successfully completed within the past ten (10) years within the contiguous United States, Alaska, and Hawaii that included professional engineering services for the design of a Door Access Control Systems replacement of at least ~~100,000~~ 60,000 square feet, on an **ACTIVE** fully operational general assembly facility (airports, arenas, convention centers, educational facilities, hospitals, hotels, stadiums) that included the following elements:

In order to receive consideration as a “Similar Project” each project shall fully meet the above similar project description. Failure to meet these requirements will result in the project not considered as a similar project and receive a score of zero for that project.

Each “Similar Project” must have the following elements:

1. Design services from schematic through construction documents including the development of cost estimates. Design services to include architectural, electrical, and installation of new door access control systems. Similar projects for the project engineer must include electrical, and installation of new door access control systems.
2. Permitting services to include preparing all documentation and responses necessary to obtain permits from all agencies having jurisdiction over the project.
3. Assistance to the Owner during the bid process by preparing addenda to respond to Bidder’s questions, and during the contract evaluation phase, by reviewing bids and providing written recommendation.
4. Construction administration services during construction, including but not limited to, review and certifying percentage of completion and amounts due on payment applications, reviewing submittals and shop drawings, answering RFI’s, reviewing change order requests and Substantial and Final completion inspections.

SCORING CRITERIA: THE FIRST THREE (3) ELEMENTS LISTED ABOVE ARE MANDATORY

Element “1” is mandatory element. Those “Similar Projects” with less than the first (1) mandatory element will receive a score of zero.

In order to receive consideration for one-half (1/2) point, a “Similar Project” must contain elements “1”, “2”, and “3”. In order to receive one (1) full point, a “Similar Project” must contain all four (4) elements.

All elements of the project must have been successfully completed and the entire construction of the project certified substantially completed.

The “Similar Projects” must have been certified “Substantial Completion” prior to the date of submission of proposals for this RFP.

Under this “Similar Project” description, the project must have been performed under a specific contract. Also, a specific project performed under a continuing/ongoing contract may be submitted; however, the basic continuing/ongoing contract is not acceptable as a “Similar Project”.

The Proposer shall ensure that the basic descriptions of the similar project, including all required performance requirements and/or dimensions are identified and that the elements are adequately explained in the text. The description shall document how the particular element was performed in conjunction with the overall project. The mere listing of elements without specific details in the body of the description will negatively impact the scoring for the project.

Failure to identify the specific performance requirements and/or dimensions of the project to ensure it meets the similar project description shall negatively impact that project’s score.

Note: *Determination of a project as similar shall be at the sole discretion of the County.*

Definitions

Project Manager: Individual who managed the administrative elements of the project, was the primary point of contact for the client, directed the production of the work products, while performing those services for a *substantial majority* of the project. **The Project Manager shall be a Professional Engineer registered with the State of Florida Department of Business and Professional Regulation.**

Project Engineer: Defined as the Individual who assisted the Project Manager as the lead technical supervisor of the project design/planning activities as described in the similar project criteria. The position served as the point of contact for the client in the Project Manager’s absence. **The Project Engineer shall be a Professional Engineer registered with the State of Florida Department of Business and Professional Regulation.**

To be credited as “Similar Projects” for the proposed Project Manager and Project Engineer, the individuals must have served as the Project Manager and/or Project Engineer for the majority of the project activities, budget, and schedule duration.

Substantial Completion: Completion of the Work in accordance with the construction contract documents, so that the owner may use or occupy the project or designated portion for the intended purpose. If a phased Project, all phases shall be substantially completed. The date of substantial completion must be prior to the due date of proposals for this RFP.

Successfully Completed/Final Completion: Completion of the Work and the Owner has accepted the Work.

Substantial Completion: ~~Completion of 90% of the Work of the project activity.~~