

## **ADDENDUM NO.1**

### **I. RESPONSES TO PROPOSER INQUIRIES**

1. **Question:** RFP Pages 2 and 31 appear to have a conflicting information as relates to the Project Manager's professional license.  
**Answer:** The Project Manager could be either RA or PE in NJ or PA. Though permit plans submitted to the applicable AHJ must be signed and sealed by the professional licensed in PA. Accordingly; RFP Pages 2 & 31 are being changed with this Addendum.
2. **Question:** Can a copy of GF's Concept Study Report be made available?  
**Answer:** Yes. E-mail requests to review the report are to be addressed to the Program Manager Rany J. Zakharia ([rzakharia@drjtbc.org](mailto:rzakharia@drjtbc.org)) copy the Chief Engineer, Roy W. Little ([rlittle@drjtbc.org](mailto:rlittle@drjtbc.org)). Consultant is to indicate in the e-mail request if they prefer to review the Concept Study Report in person or in a pdf electronic format.
3. **Question:** Can the Project Manager be a Registered Architect or Professional Engineer in NJ?  
**Answer:** Refer to answer to Question No. 1 above.
4. **Question:** Are IBE sub-consultants permitted to be certified only in NJ?  
**Answer:** Yes. The Contract Compliance Program's guidelines and forms are more fully explained and available directly from the Commission website ([www.drjtbc.org](http://www.drjtbc.org)) in the Contract Compliance section under the Doing Business link.
5. **Question:** Is the 1966 Maintenance Building at Trenton Morrisville considered to be historic or on the registry?  
**Answer:** No.
6. **Question:** Are Commissioning (Cx) design services required for the project at Trenton Morrisville or New Hope?  
**Answer:** No. Commissioning will not be required to be provided by the selected Consultant for this Project. The Commission may hire a Commissioning Agent, if found necessary, under separate Contract. However; this project specifications shall include all necessary demonstration and training requirements for functional performance testing (FPT), testing, adjusting and balancing (TAB), manufacturers start-up requirements, training, etc...as deemed necessary for use by the Commissioning Agent if hired by the Commission under a separate Contract.
7. **Question:** Based on the written scope of work description for the New Hope building, is it intended for the renovation work to be self-contained within the existing building footprint?  
**Answer:** Yes. The Commission foresees containing the necessary renovation at the New Hope facility within its current building footprint.
8. **Question:** Please define the scope requirements for the Commission Primary Control Center at New Hope and Back-up Control Center at Trenton Morrisville.

**Answer:** The scope requirement for the Primary & Back-Up Control Centers shall include all infrastructure design services to allow multiscreen displays along with conditioned equipment room spaces and servers' racks at each control center. The Commission will hire its current Electronic, Safety & Security (ESS) vendor to Design & Build the ESS system at the Primary Control Center at New Hope and Back-Up Control Center at Trenton Morrisville

9. **Question:** Will the Control Center and IT scope of work include conduits, wiring, devices, and pull strings by the contractor. Equipment racks, locating and setting of equipment, and final terminations by DRJTBC? Please clarify the intent.

**Answer:** The Control Centers' ESS scope of work shall be consistent with Page 26 of the RFP. The General Contractor (GC) through this Project's Bid Documents will install empty conduits with pull strings and ESS Equipment Racks. The commission's ESS vendor will pull the necessary number and size of cables in the conduits provided by the GC, terminate and test as necessary to support their final design. The ESS vendor will provide their equipment and network switches as also deemed necessary by their final design.

However; the IT scope of work shall include ALL design services, similar to all other trades for a complete functional system. Specifically; the consultant shall provide all necessary design services for the GC to provide all IT conduits, cables, termination and testing into the IT Equipment Racks under this Contract with the necessary network switches.

10. **Question:** Please confirm if sustainable design approach is required for the project or will LEED certification be required for this assignment?

**Answer:** LEED certification is not required. However, the building should include sustainable design approach and LEED compliant design features as relates to the use of renewable energy for Commission's consideration.

11. **Question:** Is the full site emergency power distribution system proposed to be a natural gas or diesel fuel generator? If diesel, what is the expected fuel tank size?

**Answer:** Based on the Genset size and load transfer time, dual fuel system is preferable with the tank size capable to run the Genset for 72 hours under full rated load.

12. **Question:** Are MEP upgrades expected for the New Hope site outside of the proposed interior fit-out work?

**Answer:** MEP upgrades are not anticipated to be necessary at the New Hope site with the understanding that extensive building renovation was completed at the end of 2008. However; current HVAC system at both to the two (2) car garages needs to be removed and replaced while reconfiguring these car garages to serve as offices.

13. **Question:** Is a solar system design required as part of the scope of work for the Trenton Morrisville or New Hope sites?

**Answer:** The design consultant shall prepare a cost benefit analysis for the use of solar energy at each site. The Consultant shall include in the proposal the level of effort and cost to provide solar system design services at Trenton Morrisville site.

14. **Question:** Are more than six (6) resumes permitted as part of the technical proposal?
- Answer:** Yes. Resume of all individual Discipline Task Leaders to evidence the proposed team's relevant experience to this Project shall be included in the Proposal (not included in the ten (10) page Proposal limitation cited on page 31 of the RFP).
15. **Question:** Are as-builts and Revit documents available for the New Hope building?
- Answer:** Conformed Documents are available in AutoCAD for the New Hope Building. As-Builts are available in pdf format.
16. **Question:** Is there a list of existing equipment to be reused, and any additional new vehicle maintenance shop equipment to be provided under this contract?
- Answer:** Reference to be made to page 7 of the RFP as relates to the anticipated new equipment. This question will need to be revisited as part of Concept Finalization task listed under Part II Task A.
17. **Question:** Per the requirement for a fueling station, is there a specific fuel management system manufacturer and model desired? What size fueling tanks are required, and are the tanks in-ground or above ground?
- Answer:** Current Commission Fleet Management system's manufacturer is GASBOY with Islander Plus. Tanks to be underground and the size to be determined by the Consultant during design.
18. **Question:** Does DRJTBC have preferred manufacturers and models to be considered for the systems noted in the RFP? Will these be Owner procured or specified as part of the contract documents?
- MgCl system
  - Brine System
  - De-icer system
  - Fuel system with canopy (diesel / gas)
  - Salt conveyor
  - Trash compactor and dumpster
  - Vehicle Lifts (in-ground or above ground / define quantity)
  - Garage hoists and crane lifts (define quantity)
- Answer:** No. Quantities for vehicle lifts, hoists and crane lifts will be identified during design.
19. **Question:** Does a fire sprinkler system exist in any of the structures at the Trenton Morrisville or New Hope site? If so are they wet systems or chemical?
- Answer:** Dry Fire protection system exists at New Hope servers' room. Fire sprinkler systems do not exist at the Commission's Trenton – Morrisville and New Hope facilities. Dry fire protection system is to be provided at all IT server rooms.
20. **Question:** What is the existing Commission-Wide BAS? The RFP calls for integration into this. Please define the system being used.
- Answer:** Current Commission's Building Automation System (BAS) is by Schneider Electric. The BAS encompasses controls to the HVAC, interior and exterior lighting, and metering of dry and wet utilities.

**Controls are to be provided under this Contract for integration into the Commission-Wide system at the Trenton Morrisville Site. Controls elements are currently under construction at the New Hope site with the understanding that few temperature control elements may need to be adjusted under this Project to account for the reconfigured spaces.**

21. **Question:** Please explain how the furniture selection process will be mandated? We understand it is GSA - is it pre-approved selections? Will DRJTBC be the procurement agent?

**Answer:** Per Page 7 of the RFP, the Consultant shall provide interior design services to allow the Commission to select all loose furniture. The DRJTBC will be the procuring agent using any government-led nationally recognized buying cooperative program using an itemized furniture list to be provided by the Consultant.

22. **Question:** Will furniture selections be the same furniture from DRJTBC's previous projects?

**Answer:** Not necessarily.

23. **Question:** Will there be furniture system mock-ups created to determine the final selections or are standard show room samples adequate?

**Answer:** Samples will be adequate.

24. **Question:** Are any hazardous materials assessment reports (Asbestos, Lead, Universal Waste) available for the buildings scheduled to be impacted as part of this project? If so, can they be sent to the proposers during the proposal period?

**Answer:** Yes. An ACM Inventory report is available for review by the proposers during the proposal period at the Commission's Trenton Morrisville Office. E-mail requests to view this report are to be addressed to the Program Manager Rany J. Zakharia ([rzakharia@drjtbc.org](mailto:rzakharia@drjtbc.org)) copy the Chief Engineer, Roy W. Little ([rlittle@drjtbc.org](mailto:rlittle@drjtbc.org)).

25. **Question:** Are asbestos, lead containing paint, and universal wastes know to be present in or on the buildings scheduled to be impacted by this project?

**Answer:** Refer to answer No. 24 above.

26. **Question:** For the two 6,000-gallon USTs at the Trenton Morrisville site that were abandoned in place, were soil samples collected and analyzed as part of this operation? If so, can the results of this testing be shared during the proposal period?

**Answer:** Soil samples are assumed to have been made in the mid 1990's as part of filing the PADEP Tank Closure reports. However; said report is not available for review. Consultant shall include in this Contract Document the requirement for the GC to remove the subject UST's together with any contaminated soil to be tested by a PADEP Certified Tank Removal Sub-Contractor as deemed necessary.

27. **Question:** Please elaborate on the tanks that were closed and replaced in New Hope. Is it the proposer's responsibility to address these tanks in Hew Hope?

**Answer:** No.

28. **Question:** The RFP is requesting us to estimate CA Phase Services. From a HazMat perspective, this is difficult to estimate until the Pre-Design Assessment is complete. Would the Commission consider pre-determined allowance to cover the HazMat CA Services?
- Answer:** **The Consultant is not to estimate or provide HazMat CA services.**
29. **Question:** Are there any specific AV requirements in the training and conference/meeting rooms in either the Trenton Morrisville or New Hope facilities?
- Answer:** **AV requirements in the training and conference rooms are anticipated to be limited to wall mount widescreens with wireless display capabilities.**
30. **Question:** Please define quantities and types of IT (including data center) and AV equipment in the DRJTBC's Primary and Back-up Control centers? Will they be Owner-procured or specified as part of the contract?
- Answer:** **Reference to be made to the answer to question No. 9 above.**
31. **Question:** Will the consultant be required to provide new telecommunication service(s) for the two communication centers (Primary and back-up)? If so, please describe the nature of these service requirements – providers, FOC, cellular, new cell towers etc. and what interface equipment, if any, is to be specified by the consultant?
- Answer:** **Telecommunication is to be provided through the Commission's existing Wide Area Network. Said services currently exist at both locations. However; once the Trenton-Morrisville facility is demolished along with its current DMARC, the consultant shall provide the necessary design and utility engineering services for the GC to construct a new DMARC to be in service in parallel, in order to allow transitioning the existing service provider's accounts to new accounts with zero service downtime.**
32. **Question:** Please confirm the site / civil documents are to be prepared in Microstation (Bentley) 2D format?
- Answer:** **No. Site / Civil Drawings are to be provided in 3D Modeling consistent with the other disciplines and as indicated on Page 25 of the RFP.**
33. **Question:** Are the monthly status meetings required in the RFP for the design duration (12 months) or the entire project duration (36 months)?
- Answer:** **Monthly status meetings will be required during the design phase and as deemed necessary to efficiently resolve and coordinate design items.**
34. **Question:** Is there a proposed construction budget for the proposed scope of work?
- Answer:** **Construction Budget is anticipated to be within \$30 & \$35 Million.**
35. **Question:** On the submission requirements, Page 31, section 5, there's a contradiction on the number of single sided pages that should be submitted for the resumes. Please clarify if the resumes should be (1) single sided page or (2) single sided page.
- Answer:** **As stated in the same Paragraph, resumes for key staff members shall be (1) single sided page. Prime Consultant's Project Manager (PM) as well as all Sub-Consultants' PM's resumes could be (2) single sided pages.**
36. **Question:** Any additional info/addendum related to Geotechnical scope of work. RFP indicated construction of new building. However, no specific details are available. Any boring logs from previous construction?

**Answer:** Geotechnical Engineering is to be provided by the Consultant under this Project and as deemed necessary to complete the design and provide a complete Construction Bid Documents.

37. **Question:** Proposed building drawing layouts included with the RFP appear to be conceptual with no dimensions. Like to know if we can get any scaled drawings. This would help us in determining extent of investigation in compliance with building codes.

**Answer:** Scale bar/ notation is shown in the plans listed in the RFP. Plan Room site visit could be scheduled via emails addressed to the Program Manager Rany J. Zakharia ([rzakharia@drjtbc.org](mailto:rzakharia@drjtbc.org)) copy the Chief Engineer, Roy W. Little ([rlittle@drjtbc.org](mailto:rlittle@drjtbc.org))

## **II. MODIFICATIONS TO THE REQUEST FOR PROPOSAL:**

### **1. RFP Page 2:**

First Paragraph, delete the last sentence and replace it with:

“The Project Manager must be a licensed Professional Engineer or Registered Architect in the Commonwealth of Pennsylvania or the State of New Jersey, must be an employee of the Prime Consultant and assigned to the same office.”

### **2. RFP Page 23:**

Delete Paragraph 10 in its entirety and replace with:

“Copies of documentation showing that the Prime Consultant and each proposed sub-consultant is pre-qualified to do business with the Commonwealth of Pennsylvania or the State of New Jersey as of the Proposal submission date (not included in the ten (10) page Proposal limitation).”

### **3. RFP Page 31:**

In Paragraph 2.e., delete the last sentence and replace it with: “The Project Manager must be a licensed Professional Engineer or Registered Architect in the Commonwealth of Pennsylvania or the State of New Jersey and must be an employee of the Prime Consultant.”

### **4. RFP Page 47:**

Sample single page Broker Letter is attached to this Addendum No. 1. The Broker Letter will not be considered in the ten (10) page Proposal limitation”.

*The Consultant is requested to include in the Proposal an executed copy acknowledging receipt of Addendum No.1*

Received: \_\_\_\_\_

Date received: \_\_\_\_\_

Name:

**TO BE PRINTED ON INSURANCE BROKER OR INSURANCE CARRIER LETTERHEAD**

DATE

Delaware River Joint Toll Bridge Commission  
110 Wood and Grove Streets  
Morrisville, Pennsylvania 19067

Re: DRJTBC Contract No. XXX, Capital Project XXX  
[DESCRIPTION]

Dear \_\_\_\_\_:

As stipulated in Attachment of the **(RFQ/RFP)**, this letter confirms **(Broker/Insurance Carrier)** and **(Insured/Bidding Party)** ability to secure placement of all insurance requirements as outlined in the Commission's Insurance and Indemnification Requirements section. We will provide a sample 'Certificate of Insurance' indicating that **(Insured/Bidding Party)** can meet the minimum requirements stipulated herein.

Sincerely,

**Insurance Broker / Insurance Carrier  
Name/Title**