



City of Manhattan Beach

General Services

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December 20, 2019
Addendum #1 to RFP #1225-20
Construction Management Services for the Sepulveda Blvd. Bridge Widening Project

Please note the revisions and clarifications to the above-indicated RFP that are provided below.

The Due Date for RFP 1225-20 will be revised from January 2, 2020 at 3:00 PM PST to January 7, 2020 at 3:00 PM PST.

PART 1: RESPONSES TO RFP QUESTIONS

Q1. What is the Engineer's Estimate for the construction?

A1. The Engineer's estimate for the construction of the Sepulveda Blvd. Bridge Widening Project is \$10,000,000.

Q2. RFP # 1225-20 states 12-14 months of construction and construction management services of up to 24 months; does this mean our estimated cost for construction management should be set to 24 months or 14 months plus closeout?

A2. Please plan for 14 months of construction and the remaining time as close-out activities.

Q3. Will the City make available its website to host a project webpage for this project and therefore will only require for the consultant to provide content for upkeep (copy, pictures, videos, etc.) or is the consultant required to provide a website designer to design a dedicated project website and all pertinent website deliverables?

A3. The City will make available its website to host a project webpage and therefore consultant is required to provide content for upkeep.

Q4. Does the City have and/or will the City be utilizing in-house printing services or is this expected to be provided by the consultant?

A4. The consultant is responsible for all printing services required as part of performing their scope of work as described in the RFP.

Q5. Is it considered a conflict of interest if we have subcontractors providing services during the construction management work if they may have provided project development services such as surveying or environmental monitoring?

City Yard Address: 3621 Bell Avenue, Manhattan Beach, CA 90266
Visit the City of Manhattan Beach web site at <http://www.citymb.info>

A5. It is not a conflict of interest to utilize the services of the same sub-consultant for both project development and construction management. Consultant must refer to the Local Assistance Procedure Manual and comply accordingly.

Q6. Do the subcontractors need to submit a commitment letter and all the attachment forms?

A6. Compliance must be consistent with the Local Assistance Procedure Manual requirements. In addition, page 25 of the RFP packet states “If a subcontract for work services to be performed exceeds \$25,000 the subcontract must contain all required provisions of the prime contract.”

Q7. Does the table of contents count toward the 26-page maximum? Are 11x17 size pages allowed? Can the matrix, tables, graphs, and text boxes be a smaller font?

A7. The Consultant’s Proposal is limited to twenty-six (26) pages (8-1/2” x 11”) double-sided where the front and back count as two pages, with 12pt font and 1-inch margins, excluding a cover letter of up to two (2) pages, front and back cover of the proposal. Charts and schedules may be included in 11” x 17” format. All resumes, statement of qualifications, sample work product, certificates, etc. will need to be separated by a divider from the 26-page proposal and/or referred as an Attachment or as an Appendix.

Q8. Who should the proposal be addressed to?

A8. Sealed proposals for this project must be submitted to the office of the City Clerk at 1400 Highland Avenue, Manhattan Beach, CA 90266.

Q9. Please provide existing bid sheet.

A9. The bid sheet is included in the draft construction specifications bid document that is one of the many project resource related information provided as a link to the RFP. The construction management team submitting a proposal for this project is deemed to have fully familiarized themselves with all the information provided in this Addendum, the RFP, and all project resource related information provided as a Dropbox link to the RFP available on the City website. The drop box link can also be found below:

<https://www.dropbox.com/sh/aijzhht5slvnn2p/AAB3anZKw92Eu7XWTibq9BI9a?dl=0>

Q10. Please clarify ITEM 4, Scope of Services, what would be: a) The Mall Agreement b) “RREEF” & City

A10. This is a City agreement with “RREEF” (the Manhattan Village Shopping Mall). There are stipulations in this agreement that the construction management team must administer as part of their scope of work including ensuring the contractor conforms with the stipulations as well. This agreement is one of the many project resources located at the following drop box link:

<https://www.dropbox.com/sh/aijzhht5slvnn2p/AAB3anZKw92Eu7XWTibq9BI9a?dl=0>

Q11. How is the construction management team to address (Task) Item 2.1 in their response to Proposal #1225-20?

A11. Due to the nature of the work and the lack of available space adjacent to the project site the draft construction documents allow the construction contractor to determine if a field office/trailer is necessary. However, if they decide to use such a facility, they are required to provide the space as specified. In the latest revision of the construction documents, the City offers the eventual contractor the opportunity to utilize the parking space along the south side of Parkview Avenue adjacent to the golf course east of Market Place starting on June 1, 2020 for the duration of the construction

contract. The construction management team must not assume such a facility will be provided by the contractor for their use and therefore plan accordingly. This same location may be available to the construction management team if requested.

PART 2: MODIFICATIONS AND ADDITIONS TO THE RFP #1225-20

Modification to Scope of Work (Section 4 of the RFP)

Task 5: Soils/Material Testing Services must conform with the attached referenced City Quality Assurance Program (QAP). **The City QAP has been included with Addendum #1.**

Task 6: Scope of Work for Construction Surveying Services is modified to only perform validation survey work of the contractor's survey work. The Construction Contractor is responsible to hire a licensed surveying firm to perform all necessary survey work as part of the construction work.

Additional Scope of Work (Section 4 of the RFP)

Task 8: Prepare appropriate paperwork and submit to Caltrans on behalf of the City:

- Prepare construction award package
- Process federal funding reimbursement requests based on invoices received for all aspects of the construction phase.
- Prepare project close out documents for Caltrans approval.
- Assist the City staff during any audit performed by state or federal agencies.
- Perform the 1-year warranty inspection one month before it is due and create a comprehensive punch list and follow up with contractor and Caltrans to ensure the punch list items are adequately addressed to the satisfaction of Caltrans and the City.

Additional Requirements (Section 3 of the RFP under subsection title "General Requirements")

Please add the following sentence at the end of the 2nd paragraph of this subsection:

Consultant is required to also comply with federal prevailing wage requirements i.e. Davis-Bacon Act where applicable.

Please note that only those subscribed to [eNews](#) will automatically receive any bid addenda that might be released. If you have any further questions, please contact Dru Leonard at dleonard@citymb.info.



Dru Leonard
General Services Coordinator

This Addendum #1 must be acknowledged by returning it with your proposal. All other terms, conditions and specifications remain unchanged for RFP #1225-20.

COMPANY NAME

SIGNATURE

DATE