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# ADDENDUM NO. 1

## Questions and Answers

Addendum to the Indianapolis Bond Bank RFQ-LJF-2017-004

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Request for Qualifications

*Design and Design Criteria Consulting Services for the  
Indianapolis-Marion County Community Justice Complex*

**Published: June 23, 2017**

# **Introduction and Disclaimer**

In June 9, 2017, the Indianapolis Local Public Improvement Bond Bank issued a Request for Qualifications pertaining the services of *Design and Design Criteria Consulting for the Indianapolis-Marion County Community Justice Campus* (Bond Bank RFQ-LJF-2017-004).

As stated on Section 3.6, questions regarding this RFQ were required to be submitted via email before June 20, 2017 at 5:00 PM EST. In addition, on June 19, a pre-response meeting was held to provide firms the opportunity to ask questions.

**This addendum serves as official answers to the questions submitted over email.**

# Questions and Answers

Given our firm specializes in the discipline of Commercial Interior Design specifically for Health Care and other Life Sciences building types, we do not have Architects on staff. Like other design disciplines, we regularly team with other design professionals on projects of this nature.

**Our question; will we be allowed (or will it be appropriate) for us to submit our qualifications for this project?**

Yes, it would be appropriate for you to submit for interior design and FF&E categories within Section 4 of Attachment A to the RFQ.

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**1. Please confirm that we are submitting Qualifications for projects 1 and 2 together.**

Responses to this RFQ are for design and design criteria consulting services for the Potential Site Enabling Project, Project 1 and Project 2 (as defined in the RFQ).

**2. Is it possible that a consultant could be on a team for project 2 and not necessarily project 1? For instance, a firm may have a fabulous background with Justice Centers and a much lesser background in Jails.**

Yes. It is possible that there will be more than one consultant selected for a design service.

**3. Upon being selected and placed on a team of consultants, should we expect that the team's lead consultant will be entering into a contract with a public entity (like the City of Indianapolis)? Or, is it more likely that the team's lead consultant will be contracting with a Contractor via a Design Build approach?**

No respondents will be contracting with a design-builder or design-build team as a result of this RFQ. Procurement of the design-build team(s) is separate and will be conducted in the future under one or more separate solicitations. Respondents selected for this engagement are likely to contract directly with the Bond Bank or Hellmuth, Obata & Kassabaum, Inc. (HOK), the Design Criteria Developer, as stated in the RFQ.

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**BOND BANK RFQ-LJF-2017-004: Design and Design Criteria Consulting Services**

**1. It appears that we should submit one response, even if we are presenting qualifications for several disciplines. Is this correct?**

Yes, please submit one RFQ response and list the design disciplines (by reference to the Section within Attachment A to the RFQ) you wish to be considered in your cover letter and in the subject line of your email respond (reference section 4.1 of RFQ-LJF-2017-004).

**2. Is it possible for the Bond Bank to share a list of MBE/WBE/VBE/DOBE that have expressed interest; and which disciplines they have expressed interest? We are anxious to spotlight our history of successful projects with these various companies & it would be beneficial if there is information that you can share.**

The list of XBE firms that participated in the Pre-Response Meeting on June 19, 2017 are included in addendum no. 2.

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**As we are a multi-disciplined engineering firm our company is planning on responding for 5 of the 17 disciplines listed in Attachment A (Electrical Services, Mechanical Services, Plumbing Services, Fire Protection Services and Technology Services). Should we submit one package for that incorporates our response for all of the five disciplines OR should we submit a separate qualifications package for each of the five separate disciplines?**

Please submit one RFQ response and list the design disciplines (by reference to the Section within Attachment A to the RFQ) you wish to be considered in your cover letter and in the subject line of your email respond (reference section 4.1 of RFQ-LJF-2017-004).

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**We do not see Geotechnical Engineering Services listed on the RFQ. Would it be possible to provide information as to your thoughts on these services?**

**We also can provide additional geophysical services which could have a major impact on the seismic site classifications and impacts to structural steel design, reducing costs.**

Early geotechnical evaluation of the site has been conducted and is not within the scope of this RFQ.

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**1. In Section 4 - Description of Architectural Services (Pg. 17), most of the services are related to interiors. Are there any new building services (projects 1 and/or 2?) that this RFQ applies to?**

Under Section 4 of Attachment A to the RFQ Architectural Services, we are seeking Behavioral and Mental Health, Interior Design and FF&E services. All other architectural design services are expected to be covered by HOK or the lead designers for the design-builder(s) under future solicitations for Project 1 and Project 2.

**2. On pg. 3, it is recommended that the court facility, "Facilities," should be delivered using the design-build delivery model but on pg. 5 it states that there is to be no teaming. How will this method work with this limitation?**

There is no teaming in response to this RFQ. The design-build contract solicitation(s) will be conducted in the future pursuant to Indiana Code Section 5-30, et. seq., and therefore, full multi-disciplinary design-build teams will be expected to team and respond to future solicitations for Projects 1 & 2 at that time.

**On architectural and interior design services, this RFQ and the ‘description of architectural services’ found below, it reads as though this is a conceptual design exercise. Not quite schematic design even. Is this correct?**

The Potential Site Enabling Project is expected to be fully designed to allow for competitive bidding of one or more site bid packages using design-bid build and to accomplish certain site construction prior to issuing design-build RFP’s for Projects 1 and 2. Projects 1 and Project 2 will be procured as design-build projects, and the advancement of design prior to solicitation of design-build contract(s) will vary across the disciplines listed within Attachment A to the RFQ. It is anticipated that certain disciplines will be advanced as far as what the industry would consider design development documents. Under Section 4 of Attachment A to the RFQ Architectural Services, we are seeking Behavioral and Mental Health, Interior Design and FF&E services that are also likely to require advancement to design development documents. Final scope and fee terms will be negotiated pursuant to Section 3.8 of the RFQ. To the extent the selection and negotiations result in sub-consultant agreements, such sub-consultant agreements are likely to be held by HOK.

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**We would like some clarification on the expectations of the submittal.**

**Do we submit a separate proposal for each type of service as described in Attachment A, (for example, if we decide to submit on 4 different services, do we send you 4 separate PDF documents organized in the format that is outlined in Section 3.2 and adhering to the page limits described in Item 4.1?), or do we include and condense all service types into one PDF document?**

Please submit one RFQ response and list the design disciplines (by reference to the Section within Attachment A to the RFQ) you wish to be considered in your cover letter and in the subject line of your email respond (reference section 4.1 of RFQ-LJF-2017-004).

**If a consultant would like to submit on multiple disciplines (or portions within multiple disciplines); would you like to see a 15-page response for each one, or a single 15-page submittal from the consultant detailing what they would like to be considered for?**

Please submit one RFQ response and list the design disciplines (by reference to the Section within Attachment A to the RFQ) you wish to be considered in your cover letter and in the subject line of your email response (reference section 4.1 of RFQ-LJF-2017-004).

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**Is the intention of the selection committee to procure the services of an independent 3rd party commissioning provider directly to the owner, either at this time or during construction? Or does the selection committee expect the commissioning provider be part of the Design Build team?**

**If a consultant would like to submit on multiple disciplines (or portions within multiple disciplines); would you like to see a 15-page response for each one, or a single 15-page submittal from the consultant detailing what they would like to be considered for?**

Commissioning will be solicited at a later date. The owner's commissioning service provider will not be part of the design build team(s).

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**If we decide to submit a response on say 5 of the 17 Sections listed on Attachment A, should we submit those as mutually exclusive RFQ's with 5 separate cover letters and qualifications or should we submit one general cover letter and statement of qualifications with individual responses regarding each discipline?**

Only one RFQ response (with a two-page limit on cover letter) is expected.

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**Please clarify if Traffic Services Scope Item K is in reference to specimens/samples as related to environmental mitigation?**

The reference to specimens/samples in Item K relates to transportation of biological specimens/samples and not environmental matters.

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**Our firm has the following questions about this RFQ:**

**1. Is the information available from IDEM / Citizens Energy from the VRP program about the known contaminants in the soil, ground water and Pleasant Run Creek?**

The RFQ is not being issued by IDEM or Citizens Energy, and the Bond Bank is not responding on their behalf. Information necessary to respond to the RFQ is contained in the RFQ, and the Bond Bank encourages firms to respond based on their ability to satisfy the criteria in Section 3.2 of the RFQ.

Information regarding the current status of the site is located in IDEM's Virtual File Cabinet (<https://vfc.idem.in.gov>), under Agency Interest (AI) ID 11495.

**2. There is currently work being done on-site, assume that is cleanup /remediation work as part of the VRP. When would they anticipate that to be complete?**

Information regarding the site's anticipated schedule under the VRP is located in IDEM's Virtual File Cabinet (<https://vfc.idem.in.gov>), under Agency Interest (AI) ID 11495.

**3. What restrictive covenants are anticipated for the site after Certificate of Completion is issued.**

See above 1 and 2.

**4. What is the location of the proposed 30-acre development within the overall 86-acre site. Is it possible to get an exhibit or other documentation that defines the location of the 30-acre site?**

The specific location of the site has not been finalized.

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**Questions pertaining to Section 2.2 Scope of Services & Section 3.3 Conflicts of Interest**

**The scenario is such that a Company submits an RFQ for more than one service or discipline per Section 2.2 Scope of Services. The Company is awarded and accepts a contract for only one service or discipline.**

**Can that same company participate in providing other services or disciplines that it was not awarded a contract for in this RFQ per Section 3.3 Conflicts of Interest, or any other service for which it is qualified, in the next RFQ for The Project?**

**As stated in above scenario, a Company accepts and is awarded a contract for only one service or discipline; can that same Company provide services to the private development project associated with The Project?**

**Question pertaining to 3.2 Selection process and criteria.**

**During the RFQ Pre-Response Meeting on June 19, 2017 Andy Mallon, Esq. stated that if a Company is selected under this RFQ that the Company can decline providing that service. If a Company is selected and declines providing service for this RFQ, can that same Company participate and provide services in the next RFQ for The Project?**

Successful respondents to this RFQ are expected to contribute to preparing the design criteria package for Project 1 and Project 2. Indiana law prohibits the design criteria developer from also responding to the design-build request for proposals and participating on a design-build team. Therefore, on this project, HOK and its sub-consultants contributing to the preparation of the design criteria package will be prohibited from later responding as a member of a team for the design-build solicitation(s)

If a respondent declines to enter into a contract as a result of its response to this RFQ-LJF-2017-004, it would not have a conflict or be prohibited from participating on a prospective design-build team.

Providing services for private development of any kind would not be considered a conflict of interests or otherwise relate to contracting with the Bond Bank after this RFQ-LJF-2017-004 or in later solicitations for design-build teams for Project 1 or Project 2.

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Therefore, private development and related contracts are not affected by contracts resulting from this RFQ.

Please submit one RFQ response and list the design disciplines (by reference to the Section within Attachment A to the RFQ) you wish to be considered in your cover letter and in the subject line of your email response (reference section 4.1 of RFQ-LJF-2017-004).

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### **We have a question regarding Indianapolis Bond Bank RFQ-LJF-2017-004:**

**Regarding the page limitations, we understand the letter is limited to 2 pages and the SOQ 15, but request clarification if the following items are included in the page count: Cover/Back, Section Dividers, Table of Contents, Diverse Business Utilization Plan, Rate Sheet, and Certificate of Insurance?**

Your specific list will not be counted toward your 15-page limit as long as that don't exceed one page each.