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ADDENDUM NO 1

TO: All Prospective Bidders
DATE: April 29, 2022

PROJECT: RFP - WPU Field House Upgrade Design Services (WP-22-01-27)

This addendum forms a part of the contract bidding documents and answers all questions submitted to date regarding the bidding documents. **The proposals will be due on Friday, May 13, 2022 by 12 Noon.**

Clarifications and Update:

1. Updated Schedule for the design phase – Section IV of RFP:

Proposal Due Date	5/13/2022
Evaluation of Proposals Complete	5/23/2022
Contract Award	TBD
Complete Design Development & Cost Estimate	TBD
Complete Construction Documents	TBD
Complete Bid & Award	TBD
Complete Construction	TBD

Note: Contract award is contingent on WPU Board of Trustee Approval.

2. Additional Documentation:
 - a. Attachment No. 5 / Campus Topographic Survey 1978.
 - b. Attachment No. 6 / North Haldon Tax Map.
 - c. Attachment No. 7 / 1994 RBA Locker Facility Addition Sheet S-3
 - b. Attachment No. 8 / HVAC System Upgrades at Locker Room Facility.
 - c. Attachment No. 9 / HVAC Upgrades HALO Sheet Metal Shop Drawing 1.

RFP - WPU Field House Upgrade Design Services (WP-22-01-27)

Questions and Answers:

Q1: Is there a current survey of the site?

A1: The existing survey/topography information is indicated on Attachment No. 1 of the Bid Documents / 1994 RBA Locker Facility Addition Construction Documents Sheet S-2, and on Attachment No. 7 / Addendum No. 1 - 1994 RBA Locker Facility Addition Construction Documents Sheet S-3. Additional topographic information is provided as Attachment No. 5 / Addendum No. 1 – Campus Topographic Survey 1978.

Q2: Are AutoCAD drawings of the building available?

A2: No.

Q3: Is assessment and abatement design of hazardous materials included in the scope of work?

A3: No.

Q4: Is Geotechnical Engineering included in the scope of work?

A4: If necessary, Geotechnical Engineering services will be provided by the A/E firm.

Q5: Is scoreboard relocation included in the scope of work?

A5: If necessary to make room for the proposed addition, the relocation of the scoreboard will be included in the scope of the work.

Q6: Is exterior landscape plaza included in the scope of work?

A6: Yes.

Q7: Hazardous Materials: Is there an existing hazardous materials survey that can be copied to the proposers? Or is a hazardous materials survey, testing, and associated abatement design to be provided by the design team?

A7: Hazardous materials survey, testing, and associated abatement design is not a part of the A/E scope of work.

Q8: Is there a Schematic Phase construction cost estimate that can be shared?

A8: No. The A/E firm awarded the design and construction phase services for the project will provide a construction cost estimate at the end of the Design Development Phase.

Q9: In reviewing the project scope our engineers are not anticipating that storm water system quality or quantity changes will be required – is this correct?

A9: Yes.

Q10: Is a topographic survey available or is the design team required to provide such?

A10: Yes, see answer A1 above.

Q11: Is geotechnical information available, or is the design team required to provide such?

A11: See answer A4 above.

Q12: During the on-site pre-proposal walkthrough, it was requested that the building addition structure be designed to be capable of supporting a future second story. Please confirm this requirement, and please confirm if structure for a future second story is required for the addition only? Or is structure for a future second story also required for the existing building?

A12: Only the building addition structure should be designed to support a future second story. The addition's structure should be designed to support the standard people occupancy load based on current building code requirements.

Q13: Can construction documents from HVAC upgrade project be made available to proposing firms so that proper assessment of reconfiguration can be made?

A13: Yes, as part of this Addendum No. 1, see Attachment No. 8 / HVAC System Upgrades at Locker Room Facility, and Attachment No. 9 / HVAC Upgrades HALO Sheet Metal Shop Drawing 1.

Q14: It was mentioned at the walkthrough that the roof needs to be designed for future occupancy. What is the extent of future occupancy that needs to be accommodated?

A14: See answer A12 above.

Q15: Please confirm that submitting only an electronic copy of our proposal is acceptable.

A15: Proposals may be submitted electronically via e-mail to: capitalplanning@wpunj.edu no later than the date and time specified. A limit of 25MB exists for attachments to e-mailed submissions. It is the responsibility of the vendor to confirm receipt of the RFP by WPU. Submission should include

the subject heading: WP-22-01-27 RFP - WPU Field House Upgrade Design Services.

Q16: Is the new addition to be constructed with wood or structural steel? As the existing structure is wood.

A16: The University has no preference for structural materials as long as the structure meets current federal and state building codes.

Q17: Can you provide the sign-in sheet from the walk through?

A17: The sign-in sheet is posted on the <https://www.wpunj.edu/capital-planning> webpage.

Q18: Can you provide the name of the architectural firm that was retained to prepare the schematic design?

A18: During the RFP Phase, the University has the policy of not providing the name of the architectural firm contracted with for prior studies.

Q19: Is the University open to revisions to the schematic design based on field verification, if the awarded firm has recommendations?

A19: Yes.

Q20: What is the University's budget for the addition? What is the budget for the Renovation? What is the University's overall budget (hard and soft costs) for the project?

A20: The construction budget for the project will be determined during the Design Development Phase.

Q21: Is the University seeking LEED Certification? If so, what level? (Stated in Article 3, 3.1.1 (5) LEED expectations; and 3.1.2 (4) LEED designed areas of the Professional Consulting Design Services Agreement)

A21: Although not seeking LEED Certification for this project, the design solution should meet all federal and state sustainability and energy codes.

Q22: Does the University have a geotechnical report or should respondents include that in the scope of work?

A22: See answer A4 above.

Q23: Is the 20' PSEG easement on the south side of the building from the face of the existing building?

A23: The PSE&G easement is 20'-0" wide and not a measurement to the face of the existing building.

Q24: Does the University have a current survey of the existing building and field? If so can you include it in the addendum?

A24: See answer A1 above.

Q25: Weight Room - It is assumed the free weights listed on page 2 of the RFP are provided by the University and not part of the construction documents. Will the floor pads be provided by the University or should they be part of the construction documents?

A25: The A/E firm will be responsible for specifying and budgeting for the free weights and FF&E.

Q26: RFP -II.b items (1),(2),(3),(4),(6), (7) Training Room - Please confirm if the furniture/ equipment will be owner supplied or part of the construction documents.

A26: See answer A25.

Q27: Interior renovation - Does the interior renovation budget include new floor finishes, lighting, paint?

A27: Yes.

Q28: Bidding: Does the University procurement department have a "front end" that will be part of the bid documents?

A28: Yes.

Q29: Part 3: Construction Administration #2. "Provide advice on resolving field conditions". Can the University elaborate on the existing field conditions that need resolution?

A29: The design solution for the project will take into consideration all existing field conditions including existing underground utilities, storm drainage, existing walkways, and the existing scoreboard.

Q30: Schematic design has a proposed landscaped area/ student plaza/ gathering area. Is the development of this area part of the project? If so, is there a landscape budget? Is this a hard landscaped area with seating?

A30: During the Design Phase, the A/E firm will develop the design for the proposed landscaped area/ student plaza/ gathering area. The budget for these improvements will be developed during the Design Development phase.

Q31: If the scoreboard has to be relocated due to the addition, is it expected that this is part of the construction documents or will the University be relocating under a separate contract?

A31: See answer A5 above.

Q32: Please provide the sign-in sheet or list of attendees for last week's mandatory pre-proposal conference.

A32: The sign-in sheet is posted on the <https://www.wpunj.edu/capital-planning> webpage.

Q33: What is the project's current construction cost estimate / budget?

A33: The construction budget for the project will be determined during the Design Development Phase.

Q34: Are there any CAD files available for either of the existing buildings, or for the site plan? (This includes, but is not limited to, any CAD files from the recent HVAC renovation). If so, can they be shared with the consultants before the bid date?

A34: No CAD files exist.

Q35: Is there a site survey available (in any format)?

- a. If so, can it be shared with the consultants before the bid date?
- b. Does it show the boundaries of the easement, and the dimensional relationship between the easement and the existing buildings?

A35: See answer A1 above.

Q36: Is the plan to relocate / reuse existing equipment from the existing buildings, or will it be all new? Will WPU provide an inventory of any equipment to be reused, and/or cut sheets?

A36: The plan is not to reuse or relocate any existing equipment. The A/E firm will be responsible for specifying and budgeting for the FF&E.

Q37: Is the fitness equipment being relocated from elsewhere on campus, or is it new? If it is being relocated from elsewhere on campus, will WPU provide an inventory and/or cut sheets?

A37: See answer A26 and A36 above.

Q38: Will the A/E be responsible to specify the loose equipment in the building?

A38: See answer A26 and A36 above.

Q39: Will the A/E be responsible to specify the furniture in the building?

A39: See answer A26 and A36 above.

Q40: Will WPU be engaging a Construction Manager for the project? If so, when does WPU anticipate bring the CM on board?

A40: A Construction Manager will not be a part of the project.

Q41: The RFP calls for bi-weekly meetings during construction but does not specify a duration for the construction period. For the sake of having consistent proposals, what construction duration (or number of construction meetings) should be anticipated in preparing our proposals?

A41: The project construction phasing will be determined between the A/E firm and Capital Planning, Design & Construction during the Design Phase. All firms should plan accordingly.

Q42: Who prepared Attachment #2 to the RFP?

A42: During the RFP Phase, the University has the policy of not providing the name of the architectural firm contracted with for prior studies.

END OF ADDENDUM NO. 1