

ADDENDUM No. 1
TO
REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES
SANIBEL ISLAND FIRE & RESCUE DISTRICT

The Sanibel Island Fire & Rescue District hereby amends and clarifies the Request for Qualifications for Professional Services published January 24, 2023 as follows:

- Replace “Scope of Services, pages 7 to 9” with the attached “Scope of Services, pages 7 to 9, Addendum No. 1”

SECTION 2 RFQ SCOPE OF SERVICES

2.1 PURPOSE

SFRD is seeking to select and pre-qualify a minimum of three qualified and experienced architectural and/or engineering firms to provide full-service A&E ~~evaluation as well as design and construction administration services for fire station #172 on Sanibel Island. Selected Proposer(s)~~ Pre-qualified firms will be given an opportunity to bid on both Project Phases work orders as outlined in Section 2.3, "Scope of Services".

2.2 PROJECT DESCRIPTION

In 2022, Hurricane Ian significantly damaged SFRD Fire Station No.172, such that the flood plain manager has determined that the facility is substantially damaged. As such, the facility must be repaired or rebuilt in such a manner to comply with all relevant and current local, state, and federal regulations.

This RFQ is limited to the work described in Section 2.3, "Scope of Services".

2.3 SCOPE OF SERVICES

~~The Scope of Services will be broken into two phases, each requiring a separate proposal to comply with relevant Federal, State, and Local procurement laws, regulations, policies and procedures. The firm awarded in Phase 1 will not be permitted to submit a bid for Phase 2. Up to three firms, selected through this RFQ, will be invited to bid on both Scope of Services Phases.~~

~~Phase 1 – Evaluation Services/Feasibility Study~~

~~The Successful Proposer will develop a feasibility study to determine whether Fire Station No. 172 can be repaired and remediated cost-effectively or whether a new facility should be built to comply with all relevant Federal, State, and Local laws, codes and regulations. Once the SFRD Board of Commissioners has evaluated the feasibility study, a decision will be made to repair/remediate or build a new facility.~~

~~Phase 2 – Design and Construction Administration Services~~

~~After the feasibility study has been reviewed by the Board of Commissioners and a course of action approved, a competitive solicitation will be issued to the Proposer(s) selected through this RFQ. All work to be performed by the pre-qualified firms shall be authorized by issuance of a formal, written work order. The SFRD Fire Chief will determine the need for work order(s) to develop a complete plan in order to repair/remediate or replace the existing structure based on the direction of the Board. The pre-qualified firms will be asked to bid on the required work order(s). The successful Proposer of Phase 2 will be asked to produce a fixed priced proposal/bid that includes Depending on the direction of the Board, a work order may include the following:~~

1. Organize and support the overall scoping, planning, design, and construction administration of the new SFRD facility.
2. Provide a detailed project plan including the project team, roles and responsibilities, deliverables list, milestones schedule, and progress reporting.

3. Establish a standing meeting with the Procurement Manager to provide project updates on a reoccurring frequency.
4. Engage with SFRD staff, committee members, and the Board of Commissioners to develop and communicate the facility's conceptual designs.
5. Provide detailed design and documentation of the new facility, including site planning, permitting, building design, documentation, and geotechnical soil evaluations for both the site and building design. This may include incorporating mitigation and innovative energy efficiencies into the design.
6. Create cost estimates throughout the design process resulting in a comprehensive estimate that incorporates hard construction costs, soft costs, contingencies, mitigation, in addition to other potential costs.
7. Provide a written scope of work and prepare bid documentation for the solicitation of a contractor for construction contract in compliance with local, state, and federal regulations. This project may be funded, in part, through FEMA grant funding; compliance is required. This is a "design-bid-build" project.
8. Provide all documents (both hard and digital) including plans, drawings, permits, estimates, graphics, sketches, renderings, and other necessary information for the successful completion of the facility. This includes a final set of original reproducible drawings and specifications, digital files of the drawings and specifications, and five sets of drawings, three of which shall be signed and sealed.
9. All designs must be in accordance with all applicable federal, local, and state standards, and local codes and laws including any specialized requirements for educational facilities.
10. Provide construction administration services necessary to complete the new facility. This includes inspections, review of pay applications, testing, and reporting.

This RFQ is being issued for the development of the design and construction administration phases of the Project.
This RFQ does NOT include the construction phase related to this Project.
The construction phase related to this Project will be procured through a future solicitation process, separate and independent from this RFQ.

2.4 PROPOSED TEAM / KEY PERSONNEL

The Successful Proposer shall serve as the managing agent for all disciplines required for the Project work order. The Successful Proposer's work shall be directed by key personnel employed directly by the Successful Proposer/Prime Consultant, as described in this RFQ document, and shall consist at a minimum of the following disciplines:

- Lead Architect/Engineer

In addition to the Key Personnel listed above, the Successful Proposer's team must have the following required personnel, either through its staff or the staff of any Sub-Consultant/Sub-Contractor:

- Civil, Structural, Mechanical, Electrical, and Plumbing Engineers
- CADD Technician

- Cost Estimator

The Successful Proposer shall designate a primary lead individual, who will be referred to as the “Lead Architect/Engineer”, to lead all design efforts for the Project. The Successful Proposer shall directly employ the Lead Architect/Engineer. All key and required personnel shall meet the relevant minimum qualification requirements specified in Section 3.5, “Minimum Qualification Requirements.”

Note: As further detailed in the ensuing Agreement, the work may be amended from time to time. SFRD, acting by and through its Fire Chief, is the authorized designee; the Board of Commissioners prior to issuance of any notice to proceed, or at other reasonable intervals decided by SFRD Fire Chief, may elect at SFRD’s discretion, to proceed with the work on a phased basis. A detailed scope of work will be developed by SFRD for each work order issued.