



ADDENDUM #2
ITB/RFP NUMBER: 2023005-CM-P
Architectural & Engineering Services RFP

DATE: August 11, 2022

TO: All Potential Bidders/Offerors

City of Harrisonburg's RFP, is modified as follows:

On August 8, 2022 at 2:00pm local time a mandatory pre-bid meeting was held for the above-referenced solicitation. Attached and made part of this addendum is the sign-in sheet from this meeting. Below are highlights, clarifications and questions and answers from the pre-bid meeting and thereafter.

Highlights & Clarifications

- Attached and made part of this addendum is the most recent survey of the property.
- Vision for the property is to become a permanent location for low-barrier shelter in our community, beyond just a place to sleep, and becoming a centralized services hub. The City has a general idea of the space that is needed but are still in discussion about what specific services would be located on-site. The vision also includes future development of the property to maximize the space and create a campus of sorts.
- It is very high priority to open the sleeping quarters, showers, and bathrooms as soon as possible, but not later than November 1, 2023. To meet this need, the City desires for construction of these three elements to be completed as quickly as possible.
- Please be reminded in Section 5.0 the City requests each Offeror provide information on their current workload. Because the timeline is tight, the City needs an Offeror that is able to focus on this project.
- The house is not on the historic registry, but it is the City's intent to keep the building.
- There is a restrictive covenant on a portion of the property which is attached and made part of this addendum. The prohibition on living quarters, sleeping apartments, or lodging rooms was removed from the restrictive covenant on June 24th, 2022, but all other prohibitions remain in effect for the restricted segment of the property.

Questions & Answers

1. Question: What does the procurement look like for the construction?

Answer: The City plans to issue one sealed solicitation (Invitation to Bid) for both phases of the project. Due to the complexity of the project and renovation work, we decided it may not be a good fit for Design-Build.

2. Question: Will the first phase (dwelling priority) be the new construction?

Answer: Yes, it is likely this will be the new construction and the current space would most likely be used for kitchen, offices, services, etc.

3. Question: What is the budget for the project?

Answer: Per Code of Virginia 2.2-4342 B, the City will not be providing a cost estimate for this project.

4. Question: What is the presumed square footage for the new construction?

Answer: The space needs to be adequate enough to sleep 100 people not in bunk beds. The CDC recommends 6 feet physical distancing guideline to limit the spread of communicable diseases, which we would like to keep in place for the design. While it is up to the design firms to determine the best utilization of space, it should be noted that 10,000+ square footage will need a site plan review which could add time to the project. Should that occur, the City will work diligently to help expedite the plan review as much as possible.

5. Question: Will family units or units for mother with children be needed?

Answer: No – the City has 2 other organizations in the community that currently provide services for these needs.

6. Question: When the facility is complete, will the services be run by the City or contracted out?

Answer: Contracted out.

7. Question: Are other wrap-around services a priority to complete by November 1, 2023?

Answer: No, currently the shelter sleeps 60 guests nightly so there should be flexible space in the new construction to allow space in the interim to provide services.

8. Question: Will construction documents be 2-phased?

Answer: That will be up to the design firms. The living space MUST be completed by November 1, 2023, along with the connection to the existing facility. Ideally the kitchen and eating area would also be completed; however, we are open to allowing more time for this. The City is open to other ideas but would ideally prefer both phases of the project to be designed together and bid out for construction together.

9. Question: Will the property need to be rezoned?

Answer: No.

10. Question: Is there asbestos on the property?

Answer: The Assistant Director of Public Works is currently reviewing the asbestos report. Should there be asbestos on the property, the City will separately contract out for the abatement services.

11. Question: Are there any as-built plans of the space?

Answer: No.

12. Question: Are there any municipal services to the facility?

Answer: Yes – water and sewer are confirmed. This is the only utility information we have at this time.

13. Question: Is all funding from the City?

Answer: Yes, but a portion is federally funded (see attachment J – updated in Addendum #1).

14. Question: What are the number of service providers for now who would be in this space?

Answer: Maybe 2 for now with permanent offices on-site but the City is actively working through those details. There may be interest from numerous service providers for meeting space but not permanent office space (i.e. JMU Suitcase Clinic).

15. Question: Will the food preparation area need to be a commercial kitchen?

Answer: No. It needs to be a step above a residential kitchen but more like a light commercial (similar to a Fire Department). More than a warming kitchen.

16. Question: Will the City bid out the construction or use a prequalified pool of contractors?

Answer: The City will issue an Invitation to Bid for the construction and is not considering a prequalification process at this time.

17. Question: Is the City willing to split this into 2 projects or consider a Design-Build approach wherein the design could be progressive? This would let interested design firms handle other obligations, especially for the prioritized portion to be completed by November 1, 2023.

Answer: The City is not interested in splitting this into two projects. A phased approach will be considered, although it is preferred that the entire design be completed at once, rather than progressively. Due to the renovation component, we determined Design-Build would not be the best approach.

18. Question: Where is the boiler located?

Answer: It was previously located in the basement, but it has been removed. The piping is still intact, but we anticipate this being removed during the demo phase.

19. Question: Does the City desire to fix the basement to get rid of the water problems during construction?

Answer: If it is determined that the basement has a current water issue then our approach would be to correct during construction/renovation.

20. Question: Will the City issue an environmental performance standard minimum? Energy use intensity

Answer: The City would like to achieve LEED v4.1 for Building Design and Construction (BD+C): Silver on the addition if possible. Offerors should include information on their experience with LEED certified projects as well as examples in their proposal response under Tab 2 (Section 5.0 of the RFP).

21. Question: RE: Tab 3 Requirements, page 5 - Are there any stipulations on the projects that will be listed as part of Tab 3 requirement, “12 month workload of projects?” Would you prefer to see line-item data for each active task order or should those be included as part of the ongoing IDIQ/contract?

Answer: We would prefer to see what team would work on this project and the workload related to that specific team. We want to feel comfortable that this project will be a priority and get the attention it needs in order to meet the strict timeline we have outlined. Please provide adequate documentation relating to the firm’s current workload to include, at a minimum, project size, number of staff assigned to project and approximate hours anticipated to be dedicated to each project.

22. Question: RE: Tab 3 Requirements, page 5 - Should the members of our consultant team also include this information or does this requirement apply only to the Prime contract holder submitting the proposal?

Answer: This information will only apply to the Prime contract holder submitting the proposal.

23. Question: RE: Tab 6 Required Forms - Attachment H does not appear to have been included in the RFP, will this be made available?

Answer: This document was intentionally removed; however the attachment numbers were not updated to reflect the removal. Please disregard the inclusion of this form in the proposal response under Tab 6.

24. Question: Since this project includes Federal funds, will a State or Federal entity be reviewing the drawings? Or will the plan review be only by the City of Harrisonburg?

Answer: Only the City of Harrisonburg will be involved in plan review.

25. Question: Would an FFE list be provided by the City Staff/Shelter Director, and Service Providers?

Answer: Yes, the City of Harrisonburg will develop and provide a FFE list.

All other requirements, terms and conditions of the ITB/RFP remain unchanged.

Addendum page must be signed and returned with your bid/proposal to acknowledge receipt of this addendum.

Authorized Signature

By: Shane B. Smith
Procurement Manager



MANDATORY PRE-PROPOSAL MEETING
SIGN-IN SHEET

City of Harrisonburg, Virginia

Architectural & Engineering Services RFP (2023005-CM-P)

August 8, 2022 at 2:00pm local time

NOTE: EACH PERSON PRESENT FROM A COMPANY SHOULD SIGN IN SEPARATELY.

Company Name: ENGINEERING SOLUTIONS General Contractor () Subcontractor () Supplier ()
Address: 1010 N MAIN ST - HARRISONBURG (x) Engineer
Telephone Number: 540 442 8787 Fax Number: _____
Attendee Name: Brian Koerner Email: BK@ENGINEERING.COM

Company Name: Engineering Solutions General Contractor () Subcontractor () Supplier ()
Address: 1010 N Main St, Harrisonburg
Telephone Number: 804 241 4986 Fax Number: _____
Attendee Name: Briana Lee Email: briana@engsoln.com

Company Name: BLUELINE General Contractor () Subcontractor () Supplier ()
Address: 126 W. BRUCE ST. (x) ARCHITECT
Telephone Number: 540 437 1228 Fax Number: _____
Attendee Name: WELBY LEHMAN Email: wlehman@blueline.team

Company Name: BlueLine General Contractor () Subcontractor () Supplier ()
Address: 126 W. Bruce St. marketing/business development
Telephone Number: 540.437.1228 Fax Number: _____
Attendee Name: Tessa Bennett Email: tbennetch@blueline.team

Company Name: MATHER ARCHITECTS General Contractor () Subcontractor () Supplier ()
Address: 37 PAUL ST. HARRISONBURG, VA
Telephone Number: 540-442-1400 Fax Number: _____
Attendee Name: FRED RIDDER Email: fred@matherarchitects.com

Company Name: Mather Architects General Contractor () Subcontractor () Supplier ()
Address: 37 Paul St Harrisonburg VA
Telephone Number: 540-442-1400 Fax Number: _____
Attendee Name: John Mather Email: John@matherarchitect.com



MANDATORY PRE-PROPOSAL MEETING
SIGN-IN SHEET

City of Harrisonburg, Virginia

Architectural & Engineering Services RFP (2023005-CM-P)

August 8, 2022 at 2:00pm local time

NOTE: EACH PERSON PRESENT FROM A COMPANY SHOULD SIGN IN SEPARATELY.

Company Name: NORMAN SMITH ARCHITECTURE General Contractor () Subcontractor () Supplier ()

Address: 3637 SLATE MILLS RD., SPERRYVILLE, VA 22740

Telephone Number: 202-462-5886 Fax Number: _____

Attendee Name: RICHARD A. ZUBYK, JR Email: RZUBYK@NORMANSMITHARCHITECTURE.COM

Company Name: Gaines Group Architects General Contractor () Subcontractor () Supplier ()

Address: 141 W. Bruce St Suite 201 Harrisonburg Va 22801

Telephone Number: 540-437-0012 Fax Number: _____

Attendee Name: Charles Hendricks Email: charles@thegainesgroup.com

Company Name: Gaines Group Architects General Contractor () Subcontractor () Supplier ()

Address: 141 W. Bruce St, Suite 201, Harrisonburg, VA 22801

Telephone Number: 540-437-0012 Fax Number: _____

Attendee Name: Deborah Smith Email: deborah@thegainesgroup.com

Company Name: MITFA ARCHITECTURE General Contractor () Subcontractor () Supplier ()

Address: 3200 LEE HIGHWAY, ARLINGTON, VA

Telephone Number: 703-524-6616 Fax Number: _____

Attendee Name: MICHAEL FOSTER Email: MFOSTER@MITFA.NET

Company Name: CJMW ARCHITECTURE General Contractor () Subcontractor () Supplier ()

Address: 1030 MAW ST LYNCHBURG VA 24504

Telephone Number: 434-847-6564 Fax Number: _____

Attendee Name: FRANK HUFFMAN Email: frank.huffman@cjmw.com

Company Name: LINEAGE ARCHITECTS General Contractor () Subcontractor () Supplier ()

Address: PO Box 991 VERONA, VA 24492 (98 LEE HIGHWAY)

Telephone Number: 540-248-3771 Fax Number: 540-248-1628

Attendee Name: LOW GARBER Email: jgarber@lineagearch.com



MANDATORY PRE-PROPOSAL MEETING
SIGN-IN SHEET

City of Harrisonburg, Virginia

Architectural & Engineering Services RFP (2023005-CM-P)

August 8, 2022 at 2:00pm local time

NOTE: EACH PERSON PRESENT FROM A COMPANY SHOULD SIGN IN SEPARATELY.

Company Name: SYNCHRONICITY ENGINEERING, LLC General Contractor () Subcontractor () Supplier ()

Address: 5729 BARBIMOL CT, ALEXANDRIA, VA 22310

Telephone Number: 202 536 9998 9144 Fax Number: 202 595 0595

Attendee Name: DAVID TOONE Email: davidet@synchronicity-eng.com

Company Name: CITY OF HARRISONBURG General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: 540-282-1764 Fax Number: _____

Attendee Name: AARON RHOEY Email: Aaron.Rhoey@harrisonburgva.gov

Company Name: _____ General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: _____ Email: _____

Company Name: _____ General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: _____ Email: _____

Company Name: _____ General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: _____ Email: _____

Company Name: _____ General Contractor () Subcontractor () Supplier ()

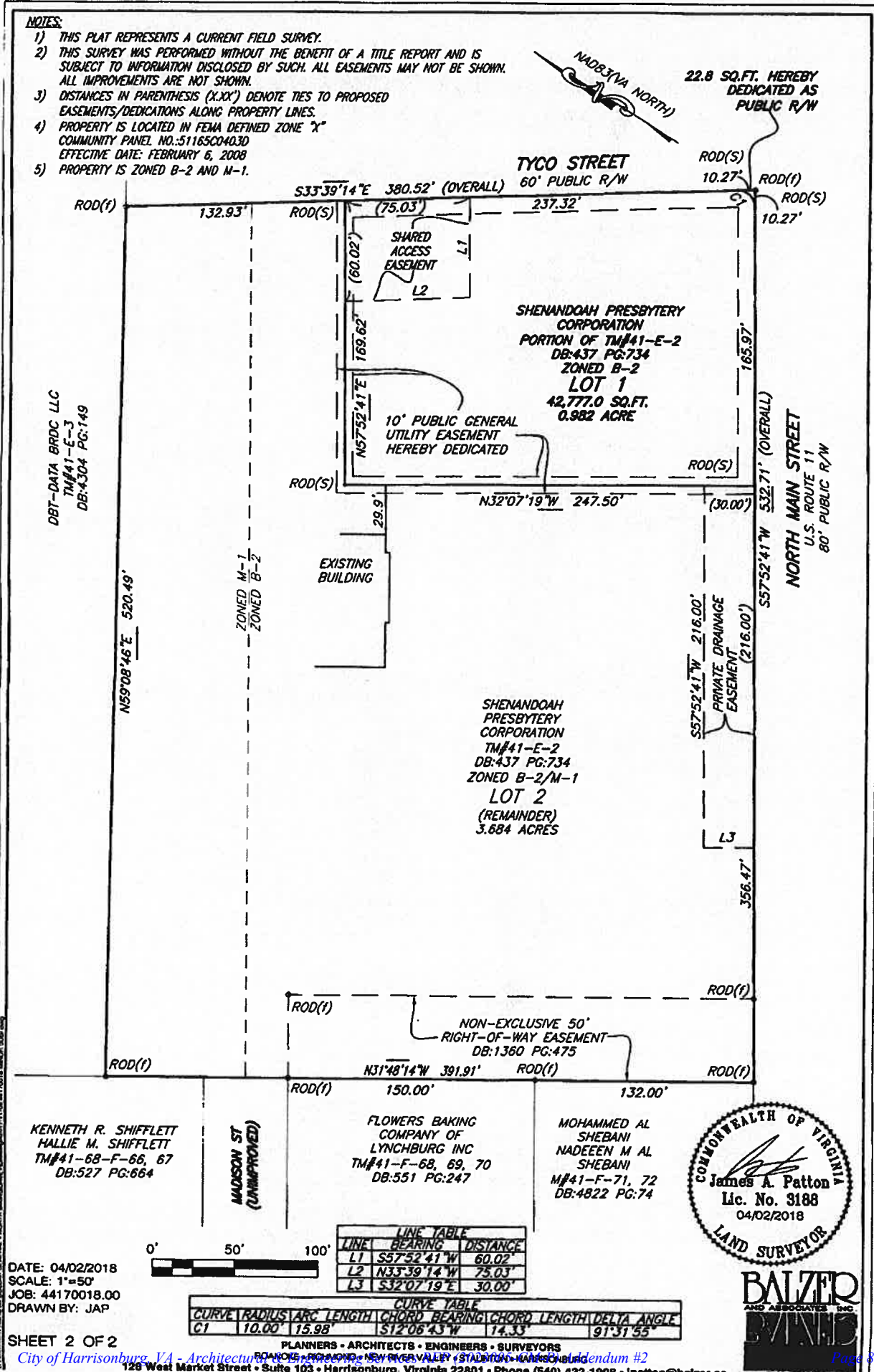
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Telephone Number: _____ Fax Number: _____

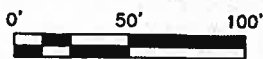
Attendee Name: _____ Email: _____

NOTES:

- 1) THIS PLAT REPRESENTS A CURRENT FIELD SURVEY.
- 2) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO INFORMATION DISCLOSED BY SUCH. ALL EASEMENTS MAY NOT BE SHOWN. ALL IMPROVEMENTS ARE NOT SHOWN.
- 3) DISTANCES IN PARENTHESIS (X.XX') DENOTE TIES TO PROPOSED EASEMENTS/DEDICATIONS ALONG PROPERTY LINES.
- 4) PROPERTY IS LOCATED IN FEMA DEFINED ZONE "X" COMMUNITY PANEL NO.:51165C0403D EFFECTIVE DATE: FEBRUARY 6, 2008
- 5) PROPERTY IS ZONED B-2 AND M-1.



DATE: 04/02/2018
SCALE: 1"=50'
JOB: 44170018.00
DRAWN BY: JAP



LINE TABLE		
LINE	BEARING	DISTANCE
L1	S57°52'41"W	60.02'
L2	N33°39'14"W	75.03'
L3	S32°07'19"E	30.00'

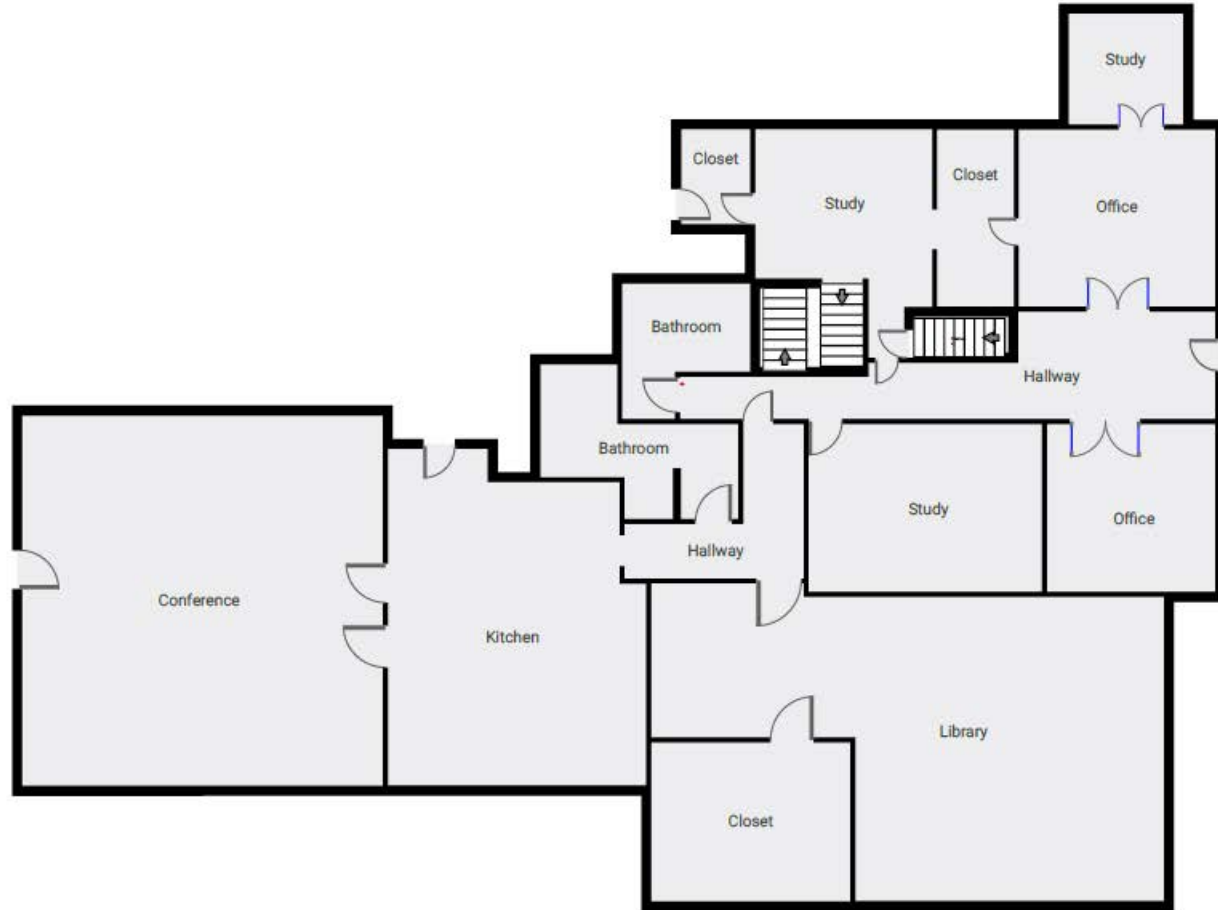
CURVE TABLE					
CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH	DELTA ANGLE
C1	10.00'	15.98'	S12°06'43"W	14.33'	91°31'55"

SHEET 2 OF 2

NAME
Project 2

LOCATION
1111 N Main Street
22802 Harrisonburg
VA

DETAILS
Floors: 2
Rooms: 12



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▼ **Ground Floor**

TOTAL AREA: 4819.62 sq ft • LIVING AREA: 4819.62 sq ft • ROOMS: 6

NAME
Project 2

LOCATION
1111 N Main Street
22802 Harrisonburg
VA

DETAILS
Total area: 6544.47 sq ft
Living area: 6544.47 sq ft
Floors: 2
Rooms: 12



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DETAILS
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Living area: 6544.47 sq ft
Floors: 2
Rooms: 12

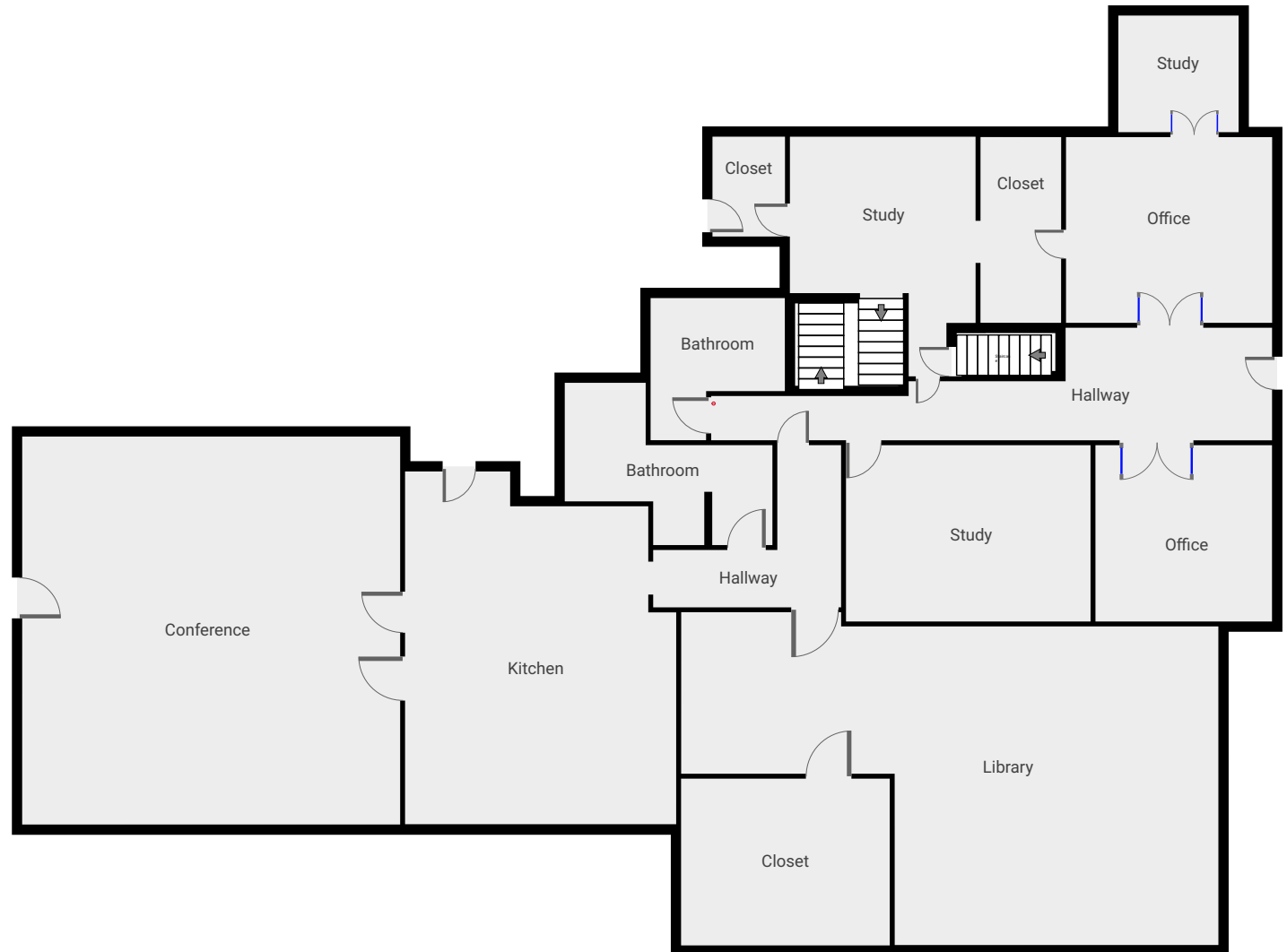


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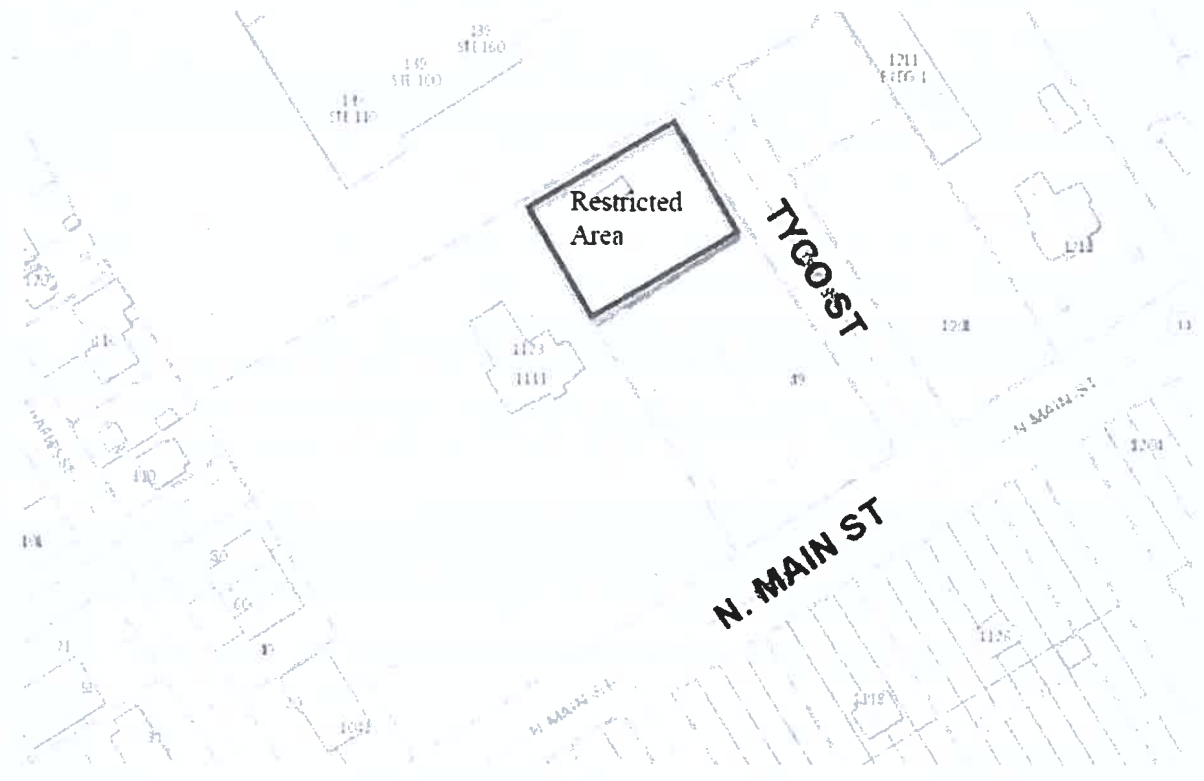
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Tract ceases to be used and operated as a Dollar General store for any consecutive period of more than two years immediately after such disaster or significant damage if A is diligently seeking necessary permits or making attempts to repair or rebuild the Dollar General store after a disaster or significant damage).

4. Use Restrictions on A Tract and B Tract. Subject to any express conditions, limitations or reservations contained herein, A covenants and agrees not to lease, rent, occupy, or allow to be leased, rented or occupied, any part of A Tract and B covenants and agrees not to lease, rent, occupy, or allow to be leased, rented or occupied, any part of B Tract located between the northerly boundary line of A Tract and Albert Street, identified as the "Approximately .4 acre" in the attached Exhibit "C" to be used or operated for any of the following: (a) for any unlawful purpose or in any way which would constitute a legal nuisance to an adjoining owner or occupant; (b) as a discotheque, dance hall or night club; (c) as a massage parlor; (d) funeral parlor; (e) bingo parlor; (f) car wash; (g) any use which emits a strong, unusual, offensive or obnoxious odor, fumes, dust or vapors, or any sound which can be heard outside of any buildings on the A Tract or B Tract, except that any usual paging system be allowed; (h) any assembling, manufacturing, distilling (except microbrewery distillers are permitted), refining, smelting, agricultural, or mining operation; (i) any "second hand" store or liquidation outlet; (j) any mobile home park, trailer court, labor camp, junk yard, recycling facility or stock yard; (k) any dumping, disposing, incineration or reduction of garbage (exclusive of garbage compactors located near the rear of any building); (l) any dry cleaners performing on-site cleaning services; (m) any automobile, truck, trailer or recreational vehicles sales, leasing, storage, display or body shop repair operation; (n) any living quarters, sleeping apartments or lodging rooms; (o) any veterinary hospital or animal raising facilities (except this provision shall not prohibit pet shops and shall not prohibit the provision of veterinary services in connection with pet shops or pet supplies business); (p) any establishment selling or exhibiting paraphernalia for use with illicit drugs, and establishment selling or exhibiting materials or devices which are adjudicated to be pornographic by a court of competent jurisdiction, and any adult bookstore, adult video store or adult movie theater; (q) any bar or tavern; provided, however, a bar within a restaurant shall be permitted; (r) any pool or billiard hall, gun range or shooting gallery, or amusement or video arcade; (s) any use which creates fire, explosives or other hazards; and (t) facilities for the use of treating addiction including but not limited to inpatient or outpatient substance abuse treatment facilities, pharmacological treatment facilities, safe injection sites and methadone maintenance therapy or clinics. If A Tract ceases to be used and operated as a Dollar General store, pursuant to Section 3, then use restrictions (d), (e) and (i) shall automatically be removed from Tracts A and B.

5. Manner of Performing Work. Whenever a party shall perform any construction, maintenance, repairs or replacements on its Tract or as otherwise permitted herein, such work shall be done expeditiously and in a good and workmanlike manner and in accordance with all applicable laws, codes, rules, statutes and regulations of governmental authorities having jurisdiction thereof. Such work shall be carried out in such manner so as to cause the least amount of disruption to any business operations being conducted on the surrounding land as is reasonably practicable.

Exhibit 1



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