



ADDENDUM NUMBER TWO FOR FY2017 A.S.

DATE: June 29, 2016

TO: ALL PROPOSERS OF RECORD

FROM: LYN MAJESKI, ACCOUNTING DIVISION MANAGER

BID FOR: REQUEST FOR QUALIFICATIONS ARCHITECTURAL SERVICES FOR VARIOUS PROJECTS

This addendum forms a part of and modifies the bid specifications for the above item currently due for submission by July 8, 2016 at 2:00 P.M. (local time) at the City of Oak Ridge, Central Services Complex, 100 Woodbury Lane, Oak Ridge, Tennessee.

ITEM 1 – Comments and Questions received from Potential Bidders

1. Can you describe the types of architectural services you are seeking in your RFQ?

As described in the RFQ the types of potential services being sought include:

1.2 Project Overview

The City has identified a need for architectural services on an on-call basis for various, as yet undefined, projects. These projects may involve space planning studies, renovations of facilities, reconfiguration of interior spaces, development of open-office layouts, design of traditional office spaces, design and construction of a new pre-school facility, and various other services involving the modification or renovation of City buildings and associated tasks, such as developing CADD drawings for City facilities. The City, in its sole discretion, may choose to enter into additional full planning and design contracts with any firm or firms that are selected and tasked with preparing programming, space planning studies, or other tasks contemplated under this RFQ.

Firms should have experience in planning, programming, design, retrofitting, school construction, and construction administration for renovation and modification of municipal and general administrative and operating facilities. Specifically, projects may include work for the Oak Ridge Fire Department, Oak Ridge School Board, and Oak Ridge Public Works Department. Expertise in analyzing and recommending improvements in work flows in operational and maintenance facilities is desirable. Operational and maintenance facilities may contain space for storage of raw material inventories,

manufacturing floors and equipment, paint booths, and warehouse areas for finished goods. Please include information on full teams with structural, electrical, mechanical, plumbing, HVAC, etc. experience.

2. Is there any parking or restoration needs?

That is undetermined at this point in time, but include experience in those areas as it relates to the overall level of service you can provide if awarded the contract.

3. In response to Question 1.6 concerning page limit. Is printing on front and back considered 1 or 2 pages?

Printing on both front and back would constitute two pages. The length requirement was meant to limit an excess of materials and focus on the most important attributes and successful projects run by your organization.

******* Acknowledge receipt of this addendum with your RFQ *******