City of Aurora

Finance Department | Purchasing Division
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DATE: June 2, 2022

TO: Prospective Proposers

FROM: Jolene Coulter, Director of Purchasing

RE: **CITY OF AURORA REQUEST FOR PROPOSAL 22-25 – Addendum #1 ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR NEW FIRE STATIONS NO. 4, NO. 9 AND NO. 13**

This notice forms a part of the Request for Proposal 22-25: Architectural and Engineering Design Services for New Fire Stations No. 4, No. 9 and No. 13. All other information pertaining to this Request for Proposal shall remain the same.

Proposers shall submit six hard copies and one USB Drive of the RFP Submittals in a sealed box labeled with the Proposer's name and address clearly indicated on the envelope along with the project description, and shall have provided all requested information and submitted all appropriate, certificates, affidavits and addendum acknowledgements in each copy in order to be considered responsive.

Sealed Proposals will be received at the City of Aurora, Attn: Purchasing Division , 44 East Downer Place, Aurora, Illinois 60507, until **12:00 pm, CST, Friday, June 10, 2022**. It is the sole responsibility of the Proposer to see that their Proposal is received by the due date and time. No Late proposals will be accepted.

Please acknowledge this addendum on your proposal form. Failure to do so may subject Proposer to disqualification.

1.There was a study done by Plug Ugly Solutions for the new fire stations and it's supposed to be on the city's website, I have been unable to locate it, would you be able to provide the location or the study?

The study is available on the City of Aurora website at:
https://www.aurora-il.org/270/Station-Locations. Click on the "Aurora Fire Station Location Analysis" hyperlink under the station location map.

2. An electronic copy via CD is required. Are we able to provide a USB for this or does it have to be a CD?

One USB Drive will be accepted.

3. Page 3 states that the outside of the envelope must be marked "22-25 Proposal for Architectural and Engineering Design Services for New Fire Stations." However, page 14 asks for the outside of the envelope to be marked "Respondent's Name, RFP Response – Design Services for the City of Aurora, Aurora Fire Station No. 4, 9, and 13". Do you want both of these on the outside or one or the other?

Please address the envelope with "Respondent's Name, RFP Response – Design Services for the City of Aurora, Aurora Fire Station No. 4, 9, and 13"

4.Are Land acquisition costs included in the budget?

Land acquisition costs should not be included in the budget.

5. Are professional fees, such as architect/engineering or CMr, included in your current budget?

Yes, professional fees are budgeted for.

6. Please confirm that site-based investigations are to be within the A/E fee as no site has been selected for one of the three stations. Some items may be hard to quantify such as Plat Plans, Zoning Entitlement requirements, Tree surveys, traffic studies, wetland declinations, and submissions. (e.g. hard to determine a tree survey fee if the quantity and density of trees are unknown.) Our recommendation is for the A/E to include an allowance for reimbursable and site investigations.

Site based investigations are to be within the A/E fee.

7.Is an existing tree survey for the sites available for the design team to use, or do we need to include a tree survey as part of the fee?

Tree surveys should be included as part of the fee.

8.How does the city want to see the fee reflected? One lump sum for everything or a lump sum fee for each station?

Please breakdown fees per Station and also a Total fee. Evaluation is by Total fee.

9.On page 12 – Item 4 – it states the project history should include an "award amount". Is that referring to the design fee? Or construction cost?

Please provide both design fee and construction cost.

10.Is the firm that is awarded the project responsible for coordination/conducting existing conditions surveys (boundary, topographic, soils)?

Yes.

11.Are there any existing construction or site drawings (paper or electronic) of the current stations (can help us understand the current limitations of the existing stations prior to meeting)?

Construction or site drawings are not available at this time.

12. Have any prior programming evaluations been conducted?

No.

13. Are direct exhaust capture systems currently being utilized? If so, what is the manufacturer? Should these systems be considered for the 3 new stations (if not already currently utilized)?

Yes, 8 of our 9 stations have a hose systems (Nederman and Plymovent). Our newest station has an AirVac911 roof-mounted system. This system has proven to work well and is cost-effective. We plan to utilize this system in the new stations.

14.Have future dormitory arrangements been determined (i.e. open bunk rooms, individual bedrooms, hot-bunking? Separating engine crews from EMS crews?)

Each person needs an individual sleeping area. This can be a walled-off cubicle-type arrangement or an actual room. Each sleeping area should fit a twin-size bed and nightstand at a minimum. We do not want the lockers located in the sleeping areas. We desire separate locker room areas (male and female).

15.Should the demolition of Station 4 be included in our scope of services?

No.

16.Has an environmental assessment of Station #4 been completed?

No

17.Is there consideration of the projects being LEED Certified, WELL, or any other sustainable benchmarks?

No

18.Will coordination of signal preemption be included in our scope of services?

No, as the city has a contractor for the OptiCom system.

19.Should we consider estimating through Schematic Design only, given the introduction of a CMr at the beginning of Design Development, or should we estimate potential design fees through DD, CDs and bidding/ construction administration?

Construction administration.

20.Does the City/Department have any recent experience redeveloping other stations (within the last 10 years)?

Yes, Station 7 was rebuilt and opened in 2018.

21.New design for Station 4 (intent is to keep the existing station at this site operational throughout construction), for Station 9 (location yet to be determined), and for Station 13.

Stations will not necessarily look like nay of our current facilities. Station 4 will need to have similar design as the Aurora Police Department. Stations 13 & 9 can look more "functional."

22.Existing station 4 to maintain operations throughout the entirety of construction (basic life safety functions the priority).

Station 4 will be open during construction of the new station. The plan is for the personnel to move out of the old station the day the new one opens.

23.Station #9 Location: Because the station location for a new Station #9 has yet to be determined, we will include in our proposal an additional service fee for conducting a location analysis for the sector served by Station #9 to assist you in making a determination on where, exactly, the best site for the new station would be. We can perform a station location analysis using GIS, demographic and dispatch data to understand the current "coverage" of a department, and how the future location of a new or relocated station impacts that. We use the industry standard 4-minute drive time radius and can identify where the gaps in coverage are using historical dispatch and population data. We can then help them identify which areas are optimal to place a new station, and how that impacts their department's coverage and drive time to incidents (and we consider future growth/annexation of the city, properties that the municipality already controls or can easily control, infrastructure and high-risk occupancies, and many more factors!).

A station location study has already been completed. It is not necessary to repeat this effort. The Station 9 location is not definitely set because property has not been secured and there is the possibility of one more station in the future. Those factors will determine the exact location of the station.

End of Addendum #1