

Port of Alsea

**BOAT LAUNCH AND MARINA CONSTRUCTION  
PROJECT**

RFP 2018-01

**ADDENDUM #1**

August 17, 2018

**Proposals Due by 2:00 pm, **September 20, 2018****

**Please note the following changes/additions to the Port of Alsea Boat Launch And Marina Construction Project RFP:**

**Section IV, A - Submittal Requirements (Page 8):**

1. Interested Design Build firms must submit their Proposals no later than *September 20, 2018 2:00 p.m.*
2. A Proposal shall be considered late if received at any time after *September 20, 2018 2:00 p.m.*

**Section IV, B – Detailed Proposal Requirements (Page 12):**

**6a:** *Proposers shall include a completed Attachment F, which includes a statement of: 1) the maximum Program Refinement and Schematic Design Fee (to be billed on a cost reimbursement basis); 2) Categories of General Conditions Work, outlining the fixed cost of General Conditions; and 3) the Design/Build Fee, expressed as a fixed percentage of the Cost of Work.*

**7a:** Proposers are required to complete the table in Attachment F to indicate estimated General Conditions Work costs associated with the *Boat Launch, Marina Improvements Design/Build* project and submit the completed table with their Proposal. These costs will not be scored or considered as part of the evaluation to select the apparent successful Proposer, but these costs, when finally negotiated, will become part of the final contract with the selected DBC. The Port reserves the right to negotiate the cost of individual items of General Conditions Work listed in the table in Attachment F. Any item of Work not included in the table in **Attachment F** but otherwise described in Article 7 of the sample Design/Build Agreement attached to this RFP shall be reimbursed not as General Conditions Work but as Cost of the Work.

**Section IV, E – Evaluation Criteria (Page 13):**

**1b)** General Conditions Work      Pass or Fail      *Reference: 7a*

**Attachments D and F were previously omitted and are attached to this addendum. There is no Attachment E.**

## **ATTACHMENT D**

### **PREVAILING WAGE RATES**

- A. This project is subject to the prevailing rate requirements of ORS 279.800 to 279.820. Additional provisions include ORS 279C.515 to 279C.545 and BOLI [Bureau of labor & Industry] Prevailing Wage Rates manual. The current wage rates applicable to this project are available on the internet at [www.boli.state.or.us](http://www.boli.state.or.us).

**ATTACHMENT F**

**CATEGORIES OF GENERAL CONDITIONS WORK**

**PORT OF ALSEA**

Proposal Form

Cost Responsibility Matrix

**FEE PROPOSAL FORM**  
**PORT OF ALSEA, OREGON**  
**Boat Launch and Marina**  
**Construction Project**

TO: Port of ALSEA, (Port)

The undersigned submits the following Proposal.

**BID:**

Pursuant to and in compliance with the Request for Fee Proposals and **Cost Responsibility Matrix, and DBC Contract and General Conditions**, the undersigned certifies having carefully examined the RFP, Contract Documents and conditions affecting the Work and being familiar with the site; and the undersigned proposes to furnish all labor, materials, equipment and services necessary to complete the Work, as follows:

<b>Description of Proposal Item: Part I</b> <i>General Conditions</i>			
<b>Total General Conditions Proposal:</b> <i>(Proposers to provide detail cost breakout of all individual General Condition per DB Cost Responsibility Matrix.)</i>			\$ _____

<b>Description of Proposal Item: Part II</b> <i>DBC Fee</i>	<b>Percentage</b>	<b>Total Estimated MCC</b>	<b>Proposal Amount</b>
Insert Percent Fee and multiply by the <b>Total Estimated MCCC</b> to determine DBC's Fee Proposal Amount	_____ %	<b>\$1,500,000.00</b>	\$ _____
			(enter the amount in the box directly above in the box immediately below)
<b>DBC's Fee: Refer to Cost Responsibility matrix for scope requirements of Fee:</b>		<b>Total Proposal Amount:</b>	\$ _____

Note: MCC: (Maximum Construction Costs= Direct Construction Costs excluding Fee and General Conditions: MCC+GC's+Fee=GMP )

**FEE PROPOSAL FORM**  
**PORT OF ALSEA, OREGON**  
**Boat Launch and Marina**  
**Construction Project**

<b>Description of Proposal Item: Part III</b> <i>Schematic Design Services</i>	<b>Proposal Amount</b>																								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"><u>Staff Member Classification</u></td> <td style="width: 15%;"><u>Hourly Rate</u> x</td> <td style="width: 15%;"><u>Estimated Hours</u></td> <td style="width: 45%;"><u>Total per Staff Member = Classification</u></td> </tr> <tr> <td>_____</td> <td>\$ _____ x</td> <td>_____</td> <td>= \$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____ x</td> <td>_____</td> <td>= \$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____ x</td> <td>_____</td> <td>= \$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____ x</td> <td>_____</td> <td>= \$ _____</td> </tr> <tr> <td>_____</td> <td>\$ _____ x</td> <td>_____</td> <td>= \$ _____</td> </tr> </table>	<u>Staff Member Classification</u>	<u>Hourly Rate</u> x	<u>Estimated Hours</u>	<u>Total per Staff Member = Classification</u>	_____	\$ _____ x	_____	= \$ _____	_____	\$ _____ x	_____	= \$ _____	_____	\$ _____ x	_____	= \$ _____	_____	\$ _____ x	_____	= \$ _____	_____	\$ _____ x	_____	= \$ _____	
<u>Staff Member Classification</u>	<u>Hourly Rate</u> x	<u>Estimated Hours</u>	<u>Total per Staff Member = Classification</u>																						
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_____	\$ _____ x	_____	= \$ _____																						
<b>TOTAL <i>Pre-Construction Services</i> Proposal (Not To Exceed)</b>	\$ _____																								

<b><u>Summary of all Proposal Items:</u></b>	<b>Proposal Amount TOTALS:</b>
<b>Description of Proposal Item: Part I: <i>General Conditions</i></b>	\$ _____
<b>Description of Proposal Item: Part II: <i>DBC's Fee</i></b>	\$ _____
<b>Description of Proposal Item: Part III: <i>Pre-Construction Services (NTE)</i></b>	\$ _____
<b><u>TOTAL PROPOSAL ALL PARTS</u></b>	\$ <span style="border: 1px solid black; display: inline-block; width: 80px; height: 15px; vertical-align: middle;"></span>

**CONTRACT AND BOND:**

For the purposes of calculating the costs of bonds, taxes and insurance, the Proposer shall assume a MCC as referenced above, and in accordance with related RFP documents.

If a MCC is agreed to between Owner and Proposer, a Guaranteed Maximum Price (GMP) will be established by Owner consisting of the negotiated MCC, DBC's percent Fee based on the negotiated MCC, the fixed dollar amount Proposal for General Conditions, and Pre-Construction services NTE. The undersigned agrees to execute a contract for the above Work for the GMP using the DBC Contract and General Conditions agreements attached hereto, and to furnish bonds and evidence of insurance as required by the Contract Documents.

**FEE PROPOSAL FORM**  
**PORT OF ALSEA, OREGON**  
**Boat Launch and Marina**  
**Construction Project**

Proposer's Business Name:			
Type of Business: _____ (Insert above Sole Proprietorship, General or Limited Partnership, Limited Liability Company, Corporation, or Other – and if Other describe the entity) State of Incorporation or of other business entity formation: _____			
Business Address:	City:	State:	Zip Code:
Business Telephone Number:	Business Fax Number:	Business E-mail Address:	
State of Oregon numbers for the following:			
Contractor Registration No:CCB	Federal Tax ID:	Oregon Registry Number:	
Receipt is hereby acknowledged of Addenda No(s). : _____ (initials)			

**REPRESENTATIVE AUTHORIZED TO SIGN FOR PROPOSER:**

"I certify (or declare) under penalty of perjury under the laws of the State of Oregon that the foregoing is true and correct":	
Signature:	Date:
Print Name and Title	Location or Place Executed: (City, State)

**Cost Responsibility Matrix– Port of Alsea**

**(To be attached to Preconstruction Agreement & DBC Construction Agreement amendment at contract execution)**

In order to assist the Firms responding to this RFP, DBC in developing its cost associated with the different segments of the proposal process, the Owner is providing the following Cost Responsibility Matrix ("Matrix"). The checked box indicates in what section of the proposal the Owner will apply the identified cost. This Matrix is not intended to be a complete list of activities required to complete the Project, but is only a guide. The proposing DBC firms should refer to the RFP and supporting documents, DBC Agreement and General Conditions documents including all addenda, to ascertain all the project scope requirements of the DBC. (Note: MCC=Maximum Construction Costs, which includes the sum of all reasonable direct construction costs and cost of work, not including the Contractors Fee and General Conditions)

Item	Pre-construction Services	General Conditions	DBC Fixed Fee	Provided by Owner	Included in the MCC:	Reimbursable by Owner
Negotiations for the scope of work, MCC and GMP			X			
DBC taxes			X			
DBC overhead costs			X			
DBC Design and Engineering Services			X			
Preconstruction Phase Services as outlined in RFQ/RFP and called for by DBC Agreement	X					
Preconstruction Phase Services (once MCC/GMP are established by execution of Amendment No. 1 to the DBC Agreement These services become part of Specified General Conditions)	X					
Subcontractor Procurement Plan	X					
Design, planning and engineering participation after MCC/GMP are established by execution of Amendment No. 1 to the DBC Agreement			X			
Preconstruction Phase Services cost estimating (once MCC/GMP are established by execution of Amendment No. 1 to the DBC Agreement These services become part of General Conditions)	X					
All other estimating		X				



Item	Pre-construction Services	General Conditions	DBC Fixed Fee	Provided by Owner	Included in the MCC:	Reimbursable by Owner
Architectural and Engineering Services			X			
Review and Analysis of Subcontractor Qualifications	X					
Coordination and finalization of subcontracting for labor, material and equipment, including reviews/finalization of scopes of work, bidding and buyouts		X				
Provide Owner analysis of market conditions prior to bidding		X				
Subcontract administration and coordination		X				
Subcontractor bid packaging and development		X				
Advertise project for Subcontractor bids		X				
Conduct pre-bid conferences with Subcontractors		X				
Analyze Subcontractor bids and make recommendation to Owner prior to award		X				
All corporate office costs and expenses relative to negotiation of the DBC Agreement and Amendment No. 1 thereto and the General Conditions Document and all bonds			X			
Corporate Office accounting and cost accounting			X			
Provide cash flow analysis		X				
Administration of the project safety program		X				
Administration of the environmental program		X				
All site safety work					X	
Development of the MCC			X			

Item	Pre-construction Services	General Conditions	DBC Fixed Fee	Provided by Owner	Included in the MCC:	Reimbursable by Owner
Development of the GMP			X			
Commissioning					X	
Administration and coordination of the commissioning program		X				
Builder's Risk insurance premiums and costs as stated in DBC Agreement and General Conditions			X			
General Liability Insurance, Professional Liability Insurance and performance and payment Bonds premiums and costs			X			
RFP preparation, site walk, interview process, Invitation to bid, all corporate office costs and expenses relative to negotiation of the DBC Agreement and General Conditions			X			
Application for payments		X				
Change order preparation and procedures		X				
Communications and coordination		X				
Field engineering		X				
On-site staff: including but not limited to: field supervision, project management, project engineering, MEP coordinator, scheduler, administrative support and other jobsite support staff		X				
Off-site support staff, project management, administrative, technical engineering, I.T. and data processing			X			
Surveying					X	
Geotechnical Engineering and soils report					X	

Item	Pre-construction Services	General Conditions	DBC Fixed Fee	Provided by Owner	Included in the MCC:	Reimbursable by Owner
Obtain regulatory requirements		X				
Meet regulatory requirements					X	
Building Permit – by DBC					X	
All other permits – by DBC					X	
Preconstruction Phase Services meeting minutes (once MCC/GMP are established by execution of Amendment No. 1 to the DBC Agreement These services become part of Specified General Conditions)	X					
All other meeting minutes		X				
Subsistence, travel, housing and moving		X				
Review and process of submittals		X				
Pre-construction schedules	X					
All other schedules		X				
Preparation and execution of DBC documents		X				
Construction Manager Quality Control Manager		X				
Testing Laboratory and testing services				X		
Coordination of testing laboratory		X				
Replacement of defective or non-conforming work including retesting			X			
Parking - All		X				
Commissioning Agent				X		
Mechanical tech engineer: TAB (testing and balancing)					X	
Coordination of Commissioning		X				

Item	Pre-construction Services	General Conditions	DBC Fixed Fee	Provided by Owner	Included in the MCC:	Reimbursable by Owner
Construction Office and facilities		X				
Office equipment and supplies related to jobsite overhead		X				
Refuse collection, clean-up, removal and disposal from the site					X	
Dust control					X	
Vehicles, fuel, transportation and travel		X				
Power and water use only					x	
Utility hook-up, meters and fees					X	
Signs, fences and barricades					X	
Sanitation (other than Field Offices)					X	
Site Security including lighting					X	
Flagger and traffic control					X	
Project sign					X	
Request of and implementation of Substitutions	x					
Erosion control					x	
Final Cleaning					X	
Cranes and Hoisting					X	
Scaffolds and Shoring					X	
Elevator operations					X	
Weather protection					X	
Temporary Site conditions and modifications					X	

Item	Pre-construction Services	General Conditions	DBC Fixed Fee	Provided by Owner	Included in the MCC:	Reimbursable by Owner
Mock-ups					X	
Project fire protection					X	
Temporary heat, power and water					X	
Fuels for initial tank filling					X	
Special Requirements Coordination		X				
Coordination of Owner Contracts		X				
Occupancy phase Owner move-in coordination support		X				
Equipment & FF&E delivery and Install coordination support		X				
Contract Close-out:		X				
Punch-list preparation and administration		X				
Warranty inspectors coordination		X				
Warranty costs for repairs after final completion			X			
All DBC corporate overhead			X			
DBC Fees; profit / margin			X			
Subcontractor bid document reproduction					X	
All Subcontractor cost					X	
Building operation after move-in				X		
Building maintenance after move-in				X		

Note: MCC: (Maximum Construction Costs= Direct Construction Costs excluding Fee and General Conditions: MCC+GC's+Fee=GMP