



ADDENDUM to the REQUEST FOR PROPOSALS
TELEPHONE HILL LAND REDEVELOPMENT STUDY
(C3) RFP E23-197

ADDENDUM NO.: THREE

CURRENT DEADLINE FOR PROPOSALS:
February 13, 2023

PREVIOUS ADDENDA: TWO

ISSUED BY: City and Borough of Juneau
ENGINEERING DEPARTMENT
155 South Seward Street
Juneau, Alaska 99801

PREVIOUS DEADLINE FOR PROPOSALS:
February 1, 2023

DATE ADDENDUM ISSUED: January 31, 2023

The following items of the contract are modified as herein indicated. This addendum has been issued and is posted online. Please refer to the CBJ Engineering Contracts Division webpage at: http://www.juneau.org/engineering_ftp/contracts/Contracts.php

INFORMATION TO PROPOSERS:

PROJECT MANUAL:

Item No. 1 DEADLINE FOR PROPOSALS
Change date of Deadline for Proposals ***from*** February 1, 2023 ***to*** February 13, 2023.

Item No. 2 1.2 SCOPE OF SERVICES

Replace in its entirety with the following:

“CBJ recognizes the need for substantial community engagement in this project, including several public meetings and several presentations to the CBJ Assembly. CBJ staff will lead public meetings and will make recommendations to the Assembly. The selected consultant must supply CBJ staff will all necessary public meeting materials, including agendas, presentations, and background material and attend and present at meetings before the public and or Assembly. The Consultant shall attend all required public meetings and shall be available to present the design and project schedule to the Assembly, or their subcommittee, if directed by the CBJ Engineering Department. CBJ desires to receive proposals from firms with experience in the following:

- A. Land Subdivisions, Engineering and Related Disciplines
- B. Urban Development Projects
- C. Housing Planning
- D. Section 106 Review

Additionally, it is desired that the selected team have expertise in understanding the potential future needs of the SOA, including the Legislature. In the final recommendation, CBJ may elect to reserve land on Telephone Hill for future SOA needs. Project teams with expertise in understanding the future needs of the SOA are desired.

The selected consultant shall work with CBJ staff to develop and prepare a redevelopment plan, including the following components:

1. Re-development options, including a “no build” option.
2. Consideration of option(s) that use off-site parking that meet the Land Use Code requirements. An example is the use of the Main Street parking garage (existing or expanded) to satisfy the redevelopment’s parking needs, resulting in a more pedestrian-oriented neighborhood development.
3. A Draft Planning Process, Schedule, and Timeline.
4. Draft Construction Scheduling, and Cost Estimating.
5. Site Survey.
6. Complete phase 1 or 2 environmental and other site analysis, utilize results to make conclusions
7. Complete structural analysis for buildings to determine max lifespan
8. Locate and map roads, utilities, easements
9. Based on the data that is collected provide the Assembly with alternatives for redevelopment or conservation.
10. Consultant will lead public information meetings to encourage the public to comment and participate in proposed direction by commenting to the Assembly

The Consultant shall research all as-built records, property surveys, and government or private sources necessary to define right-of-way limits, required or existing easement conditions and/or requirements, and existing public and private utility locations. The Consultant’s design engineer shall field-verify as-built information to complete site survey.

The Consultant shall conduct all necessary field surveys for a future design, including a comprehensive as-built survey with elevations and field-located public and private utilities giving particular attention to potential conflicts with all utilities, and to surface and subsurface drainage from adjacent properties. The surveys shall extend up the intersecting streets a sufficient distance to provide a complete assessment of design needs at the intersection and to allow for future utility expansion as applicable.

The contract may be amended for future phases of work, which may include preparation of documents necessary for a re-subdivision of the land, refined concept developments, geotechnical investigations; and necessary bid documents for execution of a re-development plan, including demolition, excavation, grading, drainage, and road and utility improvements.”

Item No. 3 1.3 Completion - **Change** the completion date for deliverables **to** June 1, 2023.

Item No. 4 3.0 Proposal Content Requirements - **Replace** in its entirety with the following:

“The response to this RFP shall be in letter form, not more than seven (7) numbered pages in length. The information requested below should be organized in the manner specified in order to achieve a uniform review process and obtain the maximum degree of comparability for the Selection Committee.

- Proposed Method to Accomplish the Project: Proposal shall demonstrate an understanding of the requested scope of services. Include proposed work schedule and methodology for accomplishing the project, showing insight to the specific details of the project.

- Organization and Capacity of the Firm: Identify the consultant team proposed for this project and demonstrate their ability to perform the desired services within the established schedule. The proposal should discuss the current workload of staff proposed for the requested services.
- Firm's Representation: The proposal shall specify readily available personnel to accomplish the desired services. Key personnel shall be named, their roles within the project clearly identified and the specific hourly rate or job class that each of the key personnel will be billed for this project. Other project commitments of key personnel shall also be identified. The level of involvement should be displayed in a way which is consistent with the scale of the project. The qualifications of personnel shall be included.
- Firm's Experience with Similar Projects: Proposal should include a list of projects of similar scale and scope, succinctly described, that were worked on by the staff proposed for this project.
- Firm's Hourly Rates: Evaluation will include the hourly rates of pay for personnel to be used on this project. Hourly rates shall include all markups and multipliers. Include a list of reimbursable expenses typical for this type of project. Review the Standard Contract regarding allowable reimbursables.
- Quality of the Proposal: Evaluation will include the clarity and professional quality of the document(s) submitted.
- Licenses: Professional registration (Engineer/Architect/Land Surveyor/ Landscape Architect) in the State of Alaska at the time of proposal submission is required (Alaska Statute 08.48.281). If a corporate license is held, the professional licensed in the State of Alaska (in order to obtain a corporate license) must be in responsible charge of the project, as well as the professional stamping the work. All survey work involving property or boundary surveys must be stamped by a Professional Land Surveyor licensed in the State of Alaska. All reports prepared by a registered professional licensed in the State of Alaska must be stamped by the registered professional. The proposal must include a statement indicating that all required corporate, all required professional occupational licenses and all other necessary licenses/certifications are currently held. License/certification numbers must be provided.
- Acknowledge Receipt of All Addenda: Failure to acknowledge addenda may result in the proposal being considered non-responsive and subject to rejection.
- Juneau Proposer according to SECTION 7.0.
- Resumes: Resumes may be attached to the proposal as appendices and will not be included in the page count for proposals. **Limit resume length to one page per person."**

Receipt of this addendum must be acknowledged or your proposal may be considered non-responsive. Acknowledge the addendum in the submitted proposal.

By: 

 Greg Smith,
 Contract Administrator