



ENGINEERING DEPARTMENT

**ADDENDUM to the REQUEST FOR PROPOSALS  
Design and Construction Administration Services for  
Marie Drake Renovation  
(C3) RFP No. E12-141**

**ADDENDUM NO.: ONE** **CURRENT DEADLINE FOR PROPOSALS:**  
November 14, 2011

**PREVIOUS ADDENDA: NONE**

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

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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](http://www.juneau.org/engineering_ftp/contracts/Contracts.php)

**Information Items:**

- There will a walkthrough this afternoon, Wednesday, November 2, 2011 at 3:30 p.m. Meet at the main entrance to Marie Drake.
- Original 1966 construction drawings are available at CBJ's FTP site:  
<http://ftp.ci.juneau.ak.us/pub/Marie%20Drake/>

Item No. 1: 1.0 - GENERAL INFORMATION, 1.2 - Scope of Services, Proposed Professional Services. **Add** the following at the end of this section:

- Initial Consultant services shall include performing a comprehensive hazardous materials assessment supplementing known asbestos assessments of the entire facility and producing a report that can be used for the 2012 construction project as well as future projects.
- The contract resulting from this RFP may be amended to include additional renovation projects, if additional funding becomes available."

Item No. 2: 3.0 - PROPOSAL CONTENT REQUIREMENTS. **Add** the following sentence to the first paragraph:

"Proposals shall adhere to the following page limit requirement: A total of 25 pages excluding the Table of Contents, personnel resumes and licenses."

Item No. 3: 3.0 – PROPOSAL CONTENT REQUIREMENTS, 3.4 - Scope of Services and Work Plan. **Add** the following paragraph 3.4.4.

“3.4.4. Consultants should examine the project schedule and propose ways to streamline the design process in order to prepare bid documents within that schedule.”

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

By:   
Jennifer Mannix  
Contract Administrator

Date Issued: 11/2/11