
WBS No. D-HARVEY-R-902017-HS01-4-01-5E

Document 00910

ADDENDUM NO. 1

Date of Addendum: **January 20, 2021**

PROJECT NAME: 611 Walker Mitigation Project - Hurricane Harvey

PROJECT NO: D-HARVEY-R-902017-4-01-5E

SUBMITTAL DATE: Thursday, January 28th, 2021 (Previous date January 21st, 2021)

FROM: City of Houston, General Services Department
900 Bagby, 2nd Floor
Houston, Texas 77002
Attn: Leonard Jordan, Sr. Project Manager

TO: Prospective Bidders

This Addendum forms a part of the Request for Qualifications (RFQ) and it will be incorporated into the Contract, as applicable. Insofar as the original RFQ is inconsistent, this Addendum governs.

CHANGE IN QUALIFICATION SUBMITTAL DATE

The Qualification Submittal date for this Project is changed from Thursday, January 21, 2021 to Thursday, January 28, 2021. Time of day and place for submittal of Qualifications remain the same.

CLARIFICATIONS

The following answers (A) are clarifications to questions (Q) submitted via email.

Q1. Is it acceptable for either an Architect (A) **OR** an Engineering (E) firm to lead this project?

A1. No, RFQ stipulates Architect to lead this project.

Q2. If so, can we simply add the appropriate engineering firm name where it currently states "Architectural Services Firm Name:" in the first data field of 1.1 RESPONDENT'S EXPERIENCE of the HHBL 04 - Statement of Qualifications Standard Form.pdf?

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A2. N/A

Q3. With regard to the scope, COH mentions "The Architect may also be required to coordinate with the Civic Art program". Could you further elaborate on this and what may specifically be required?

A3. We don't anticipate any scope of work for art in this project. Please disregard statement in RFQ 2 – Scope of Services; 2.4 Design Services.

CHANGES TO RFQ

611 Walker Mitigation Project

1. 2 – Scope of Services; Section 2.4 Design Services. Replace with the attached updated Scope of Services.

OR
(DK) 
Richard A. Vella
Assistant Director
Real Estate, Design & Construction
General Services Department

END OF ADDENDUM 1

DATED: 2/20/2021

END OF DOCUMENT



**REQUEST FOR QUALIFICATIONS
FOR PROFESSIONAL ARCHITECTURAL SERVICES
Project Name: 611 WALKER MITIGATION PROJECT –
HURRICANE HARVEY
Project Number: D-HARVEY- R-902017-HS01-4-01-5E**

2 – SCOPE OF SERVICES

2.1 PROJECT DESCRIPTION

Project Name: 611 WALKER MITIGATION PROJECT -HURRICANE HARVEY
Location: 611 Walker St., Houston, TX 77002
Estimated Project Budget: \$780,800

In late August of 2017, Bob Lanier Public Works Building sustained damages due to Hurricane Harvey. The scope of services includes design, construction administration and post construction phases for repair and replacement of the building components. This project is expected to range from minor restoration to flood mitigation and major restoration. All repair and/or replacement shall comply with the requirements of all agencies having jurisdiction.

Architect will evaluate the facility, develop a project scope, and produce biddable construction documents. Post-Hurricane Harvey preliminary damage assessment reports are available for reference.

2.2 PROPOSED PROJECT SCHEDULE

For planning purposes, the anticipated timeline for the project is:

Design Services Procurement	November 2020 – February 2021
Design Phase	March 2021 – June 2021
Permitting	July 2021 – November 2021
Construction Procurement	December 2021 – April 2022
Construction Phase	May 2022 – October 2022
Warranty Phase	November 2022 – November 2023

2.3 CONSTRUCTION DELIVERY METHOD

The project will utilize the Design-Bid-Build delivery method.

2.4 DESIGN SERVICES

The Architect will provide all professional design services necessary and as further described in 2.5 below. Generally, services will include arranging, conducting, and recording of all Design Phase meetings, including Client requested and/or special meetings. The Architect will catalog and disseminate record meeting notes to all parties. Also, throughout the design process, the Architect shall cooperate and coordinate in developing estimates and constructability reviews for each phase. All work to be generated on approved CAD system software.

2.5 DESIGN PHASES

Pre-Design Phase

The Pre-Design Services include: existing conditions assessment and recommendations to mitigate and repair building components and structure, and a preliminary cost estimate. It shall include Planning and Programming. The Architect will need to gather any existing records, if available. These documents will need to be verified by on-site inspection. The extent of this effort shall be as in-depth and as extensive as is required and necessary to support the design effort. Research of innovative design concepts and systems for the specified facility type shall be introduced for the City's consideration. This phase shall include but not be limited to:

- Survey and document the existing facility to aid in the baseline program and design criteria controls.
- Program development to consider all required user space areas, support and core areas, and other amenities for the facility.
- Review and verify design standard requirements and/or Houston Public Works standards. Introduce new forward-looking design concepts, innovative systems and amenities to the program for consideration

Phase I Services

Phase I services include Schematic Design, Design Development and Documentation

SCHEMATIC DESIGN

In the Schematic Design phase, the Architect will take the information gathered from the Pre-Design phase and facility surveys to create two to three design options for consideration.

These options will be generally presented to visualize the different paths the project may pursue.

During this phase, the Architect shall develop a rough cost estimate to each option to aid in selecting a design that meets both the functional and aesthetic preferences and budget requirements. Modifications may occur to the preferred design prior to approval. Once the design option that best suits the project's overall criteria is selected, the process of refining the design begins in the Design Development phase. This will include outlining specifications that encompass ALL proposed assemblies.

DESIGN DEVELOPMENT

During the design development phase, the project design is to be further refined. Services include: Design - Development of scope of work based on the Pre-design Phase, outline specifications, and a preliminary cost estimate; and Documentation - Development of Contract Documents, and assistance in the bidding process. These services will include any required construction drawings using CADD and CSI format specifications. All design decisions are to be completed and approved during this phase prior to proceeding to the construction documents phase. This phase shall include but not be limited to:

- Value engineering – budget control estimate
- Further refinement of the outlined specifications with final selections

Phase II Services

CONSTRUCTION DOCUMENTS

Construction document phase consists of preparation of drawings and specifications establishing the requirements for the construction of the project. The construction documents describe the quality, configuration, size, and relationship of all components to be incorporated into the project. Construction documents must be consistent with the project program, the construction budget, and the project schedule. This phase shall include but not be limited to:

- Final specifications
- Completely coordinated designed documents with ALL disciplines and components of the project
- 50% and 95% and 100% project reviews with coordinated estimates
- Provide permitting services
- Actively assist with procurement process, including bidding activities

The Architect shall coordinate and include all specification sections with the City's standard specification Divisions 00 and 01. Contract Documents shall be suitable for the solicitation of competitive construction bids. All required permit / code requirements and other

discrepancies must be fully resolved, and changes incorporated into the Contract Documents before approval can be given by the City for the 100% submittal.

All Phases shall include conducting and recording Project meetings.

Phase III and Phase IV Services

CONSTRUCTION ADMINISTRATION and POST-CONSTRUCTION PHASES

Once the Contractor has received a Notice to Proceed and construction is under way, the Architect shall provide Construction Administration services. The Architect will administer the construction process to assure conformance with design intent, visit the site during construction, and address any field conditions as they arise. The Architect will be on hand for all construction progress meetings and address any field conditions as they arise. The Architect's services shall include but not be limited to:

- Document and control RFI process
- Minimum of bi-weekly project meetings
- Assist in warranty reviews and meetings and project closeout activities
- One-year warranty walkthrough and follow-up.
- Construction Administration and documentation
- Close-out Document review
- As-built documentation
- Maintenance plans
- Post-construction observations