

RE: Request for Proposals (RFP) - NEW ELEVATOR AND ATRIUM WINDOW  
DESIGN/BUILD PROJECT, COWLITZ WA

FROM: Josh Reynolds, Project Manager, 360-353-9521 ext 2521, [jreynolds@cowlitz.org](mailto:jreynolds@cowlitz.org)

PAGE(S): Four (4), including this cover sheet.

DATE: December 14, 2023

Transmitted herewith is Addendum No. 1. If the Addendum is not received in full, please contact Josh Reynolds using contact information listed above. If all pages of the Addendum are received, please sign this sheet, and email it to Josh Reynolds

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Company's Name

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Company's Representative

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Date

ADDENDUM NO. 1  
December 14, 2023

Request for Proposals (RFP) – NEW ELEVATOR AND ATRIUM WINDOW DESIGN/BUILD  
PROJECT, COWLITZ WA

This document forms a part of and modifies the RFP as noted below. Offerors should acknowledge their receipt of this Addendum to the street address or email address listed below. Failure to do so may subject Offerors to disqualification.

FOR: Cowlitz Indian Tribe  
Public Works Department  
929 Fir Street  
Longview, Washington 98632  
Attention: Josh Reynolds  
Email: [jreynolds@cowlitz.org](mailto:jreynolds@cowlitz.org)

The following corrections, clarifications and/or deletions to the RFP are hereby made a part of said documents.

This addendum consists of four (4) pages, includes signature page.

ADDENDUM NO. 1

QUESTIONS AND ANSWERS

1. Would you send me a copy of the plan holder list for the Elevator and Atrium Design-Build project?
  - a. We do not have a plan holder list.
2. On page 2 of 14, RFP Submittal Terms, Section A, it states we must submit on attached Bid Form provided in Attachment B. In design-build, we typically provide a fee percentage proposal instead of a Bid Form since the design hasn't yet been created. As the design gets completed, the design-build team provides pricing information that eventually becomes a GMP used for the construction costs. Please confirm that a Bid Form is not required which is in-line with the Evaluation Criteria on page 4 of 14 that does not list a pricing component as part of the Evaluation Criteria.
  - a. Bidders will be required to identify make and model of the elevator and windows they are proposing to install. Pricing to purchase and install elevator and window will need to be included into bid. If there are unknowns, bidder should take exception to unknowns. If the owner decides to make changes to bidders proposed elevator and or windows, pricing will either be negotiated by the selected contractor at the time of award and or through change order during construction.

3. Please advise if a Fee Proposal should be included in lieu of a Bid Bond. The Fee Proposal would cover the design-build's overhead and profit.
  - a. Bid bond is required. This is a Federal requirement per our funding source.
4. On page 2 of 14, Special Considerations, Section B, it states for us to submit a detailed work schedule. Since the design and scopes of work have not been defined, a detailed work schedule would only be preliminary/conceptual. Please advise if a detailed work schedule can be provided at the appropriate time once the design and scopes of work have been defined.
  - a. Please provide a preliminary / conceptual work schedule. Include design, equipment procurement, construction, close-out timelines. A more detailed construction schedule will be required after award / negotiations.
5. On page 4 of 14, under Proposal Content & Requirements, Section H, it states for us to submit the contractor's proposed work plan and schedule for activities to be performed. In design-build these items would occur after the designed locates are selected for items like the roof access location and elevator location. Without the Owner's involvement in the locations of major items, we would be speculating our proposed work plan and schedule for activities. Please confirm Section H is not required to be submitted.
  - a. Bidders are encouraged to submit a work plan on how you will procure and install the elevator and windows. A preliminary schedule based upon contractor's experience with installation of elevator and windows will be required. A more detailed schedule will be negotiated after award and updated as design is completed.
6. On page 4 of 14, under Proposal Content & Requirements, Section I, it states for us to submit a schedule of values. In design-build a schedule of values would be provided at the time of GMP after the design is completed. Please confirm the schedule of values is not required to be submitted.
  - a. Schedule of values will be required during bid phase.
7. On page 6 of 14, the Insurance Requirements are items related to the general contractor and do not address any insurance requirements for the architect and design team. Please advise if you will also have Professional Liability insurance requirements for the architect and design team members.
  - a. Bidders will be required to comply with insurance requirements.

8. On page 6 of 14, assuming the Attachment B – Bid Form is not required, please confirm the payment and performance bonds are not required to be submitted.
  - a. Performance and Payment Bonds will be required prior to the start of the construction project. 100% of the total contract value payable to the Cowlitz Indian Tribe.
9. On page 13 of 14, assuming the Attachment B – Bid Form is not required, please confirm the associated Attachment C is not required.
  - a. Attachment C is required (Revised language for Design Build RFP)
10. On page 14 of 14, the Attachment D, Sample Contract appears to be for a small works/service work type contract that is to be used by only the general contractor and does not appear to be a design-build contract. Please advise if the Cowlitz Indian Tribe would be open to using a design-build contract.
  - a. Cowlitz Indian Tribe is open to further discussion with awardee to using an alternative contract agreed upon by both parties. Cowlitz Indian Tribe does not waive its sovereign immunity from suit, nor does it waive, alter, or otherwise diminish its sovereign rights, privileges, remedies, or services guaranteed by Federal Law.