



Division of Finance and Business Operations

Procurement & Strategic Sourcing
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May 24, 2023

**Addendum #2 To
Request for Proposal
RFP Elevator Consulting Services
dated May 1, 2023**

This Addendum must be acknowledged on Schedule D.

Note: Only those vendors that attended the **mandatory** pre-bid meeting will be allowed to participate in this bid opportunity.

Please find the following questions and clarifications in regards to the above bid opportunity.

Question 1: III. Scope of Work and Project Requirements A.- This Introduction presents a wide range of potential elevator consulting services for the 165 units in the approximately 69 different facilities on campus.

1a. Should we assume that the Schedule C.2 rate table would be utilized as the baseline for determining the cost of these services depending on the amount of time associated with each proposed service?

Comprehensive Evaluations of the elevator equipment, although similar in scope to the modernization Assessment and Report may vary slightly based on building and equipment types. **1b. Are we to assume that the Assessment and Report for Modernization would be expected to be a similar fee as a standalone service?**

Answer to question 1a: Yes, the rates provided in Cost Schedule C.2 will be used by the FP&M team to estimate the design fees associated with the modernization of the elevators not listed in Schedule C.1

Answer to question 1b: Assessment and reporting is a phase in the design process associated with the elevator modernization and should encompass the effort associated with the elevator modernization.

Question 2: III. Scope of Work and Project Requirements B. Phase 2- As it relates to construction documents the expectation is that any code required drawings would be provided by the awarded elevator contractor and or Wayne State Universities contracted professional services of an architect. ***If additional vertical transportation drawings are still required by the consultant, it should be assumed that additional fees would be required. Can this be confirmed?***

Answer: Occasional concept drawings may be needed to cover the scope of the modernization and should be included in the Phase 2 Design Professional Services pricing. If determined that detailed drawings are needed, the consultant may present the proposal to the project manager for additional fees.

Question 3: III. Scope of Work and Project Requirements B. Phase 4- In review of the Construction Administration Services as it relates to site visits there is reference to up to 3 progress visits per building during the modernization (This may vary depending on the number of elevators in the building) . This is followed by the following request "The consultant shall partake in the pre-final and final inspections with the project manager, the construction manager, campus officials, and authorities having jurisdiction." We welcome the ability to participate in a pre-final inspection walk thru with the elevator contractor and all responsible parties prior to the inspection. It would be our expectation that this would be considered one of the progress visits during the project. Regarding the day of the Final Inspection, It has been our experience

that this day is best for the Elevator Contractor and Authority Having Jurisdiction take the lead on participants in this test and only those parties requested by the AHJ be present and work with the Elevator Contractor to safely perform the necessary safety tests on this day. ***Our request is that the Pre-Final walkthrough be included in the up to three progress visits per building, The elevator consultant would not be present for the Final inspection with the Authority Having Jurisdiction.*** We would complete our Final Inspection (Final Punch out of the equipment) after the AHJ has passed the elevator. Upon delivery of our report and confirmation from the elevator contractor that work is complete we would perform our follow-inspection for each elevator.

Answer: The costs associated with the site visits in Phase 4 Construction Administration should include 3 progress site visits in addition to the pre-final and final inspections. The timing of the progress site visits will be determined specific to each project and coordinated between the parties involved in the modernization.

Question 4: RFP Elevator Consulting Services Cost Schedule C.1- In the revision for the Any Building Below 6 stories and Any Buildings 6 Stories and higher ***We will be pricing Elevator 01 as a single elevator in the building and Elevator 02 as two elevators in a group (Duplex) in a single building. Please confirm this is correct. 4a. We would have two total fees per building for each option and not a combine total. 4b. Would it be possible to update the total fee column for these two options to allow for a total fee for Elevator 01 and Elevator 02 (duplex) for each building type Below 6 Stories and 6 stories and higher?***

Answer: Yes, the intent is to solicit pricing for estimation purposes in the category for 'Any Building' for a single elevator in a building and duplex set of elevators in a single building. The schedule C.1 has been revised to clarify the intent.

Question 5: RFP Elevator Consulting Services Cost Schedule C.2- In review of the Level of Effort Work Plan for Future Elevator Consulting Services It is our intention to provide Hourly Billable Rates for the identified members of the Consulting Team however we cannot provide an estimate of the total hours performed by each member based on the current scope detail for the project In addition we can identify potential types of reimbursable costs but cannot yet quantify what this will be based on current scope. ***Is it safe to assume that the Sub Total rows and Grand Total Row on this form will not be quantifiable numbers at this time?***

Answer: The schedule C.2 has been updated to eliminate the Sub Total and Grand Total Rows.

As a reminder, bids are due by electronic submission by **May 30, 2023, no later than 2:00 p.m.**, go to <http://go.wayne.edu/bids>.

All questions concerning this project must be emailed to: **Robert Kuhn**, Procurement & Strategic Sourcing at **313-577-3712** Email: RFPteam3@wayne.edu. **The Questions cut off was May 23, 2023 at 12:00 p.m. (noon).**

Do not contact the Design and Construction Services, or other University Units, directly as this may result in disqualification of your proposal.

Thank you for your interest in doing business with the University.

Robert Kuhn,
Sr. Buyer, Purchasing
313-577-3712

CC: Svetlana LaLonde, Valerie Kreher, Attendees list.

Attachments: