



INCORPORATED COUNTY OF LOS ALAMOS

Procurement Division
101 Camino Entrada, Building 3
Los Alamos, New Mexico 87544

February 12, 2024

TO ALL HOLDERS OF SOLICITATION DOCUMENTS FOR:

REQUEST FOR PROPOSALS No. 24-51 Architectural Services for Fire Station Design ADDENDUM NO. 2

This Addendum No. 2 forms a part of the Solicitation Documents and modifies, as noted below, the original Solicitation Documents identified above.

This Addendum serves to provide potential Proposers/Offerors with the following: Questions received from potential Proposers/Offerors and the County's response. When similar questions were received from more than one person, the questions were combined.

- Question:** On page 10 under Proposal Format, the RFP states that the 10-page limit does not include Exhibits or attachments. Could the County please clarify what is included in this 10-page limit and what is not, such as the cost section, forms, and cover letter? Will additional resumes be able to be included as attachments? Is supplemental info allowed as an attachment outside of the 10-page limit ?

Answer: The cost section, required forms, cover letter, additional resumes and supplemental information which Proposer wishes to include are not considered part of the 10-page limit.
- Question:** On page 11, is the submitting firm restricted to a single fire station to be toured under 4.a. and three references under 4.b., or may we include additional Fire Stations and references?

Answer: Additional Fire Stations and references may be included.
- Question:** Would it be possible for us to visit the Fire Station that is presently under construction...or review the existing site plan and floor plan...?

Answer: The Fire Station presently under construction is on Los Alamos National Laboratories (LANL) property, and the project is under their control. Currently the County does not feel this request could be accommodated.

4. **Question:** Typically cost proposals are not allowed as part of the evaluation criteria in RFPs. Is there a reason why a cost proposal is required for the above referenced RFP?
Answer: Los Alamos County Procurement Code requires the RFP state the relative weight of price and other evaluation factors. For reference, here is a link to the Procurement Code, which is Chapter 31 of the Code of Ordinances - https://library.municode.com/nm/los_alamos_county/codes/code_of_ordinances?nodeId=PTIICOOR_CH31PR
5. **Question:** Are sections 1, 2, and 4 considered “marketing?” Are sections 3, 5-8 considered the “proposal?” Do divider pages count towards the page limit?
Answer: Introductory Cover Letter, Executive Summary, Project Team and Qualifications and Past Performance are not considered marketing. The entire response is considered the proposal. Divider pages do not count towards the page limit.
6. **Question:** Will this facility be within a secure LANL facility? If so, what level of security clearance is required?
Answer: Fire Station 4 will not be on LANL property. The three proposed sites are all on County property.
7. **Question:** For the consultants, is it only the Civil Engineer and Photometric consultant who have to do evaluations on all three potential sites? ... And all the rest have to provide fees for just the one selected site? Can you please elaborate?
Answer: In response to “Engineering and other professional Services”, the County clarifies that should consultant not possess the applicable licenses in the state of NM, consultant shall engage subconsultants to provide the following design services: Civil Engineering (all three sites), Structural Engineering (only the selected site), Landscape Architecture (only the selected site), Mechanical Engineering (only the selected site), Geotechnical Analysis (only the selected site), Photometric calculations and a diagrammatic map of light output (only the selected site), Commissioning Services (only the selected site), Fire response time and evaluation (all three sites), Site Survey including topo and boundary info (County provided).

8. **Question:** Who was the architect who did the plans for the current fire station under construction; is that architect eligible to pursue this RFP; are those plans available?

Answer: It is the County's understanding the architect for the current site under construction is Vega Architecture, LLC. That project is **not** a County project; it is on Los Alamos National Laboratories (LANL) property and under LANL's control. Los Alamos County and Los Alamos National Laboratories are separate entities. This RFP24-51 is a Los Alamos County solicitation, for a project under the County's control. There is no restriction on who may respond. Plans for the LANL project are not available through the County.

All other provisions of the Solicitation Documents shall remain unchanged. This Addendum is hereby made a part of the Solicitation Documents to the same extent as those provisions contained in the original documents and all itemized listings thereof.

Each Offeror is requested to acknowledge receipt of this Addendum No. 2 on the Proposal Form.

I hereby acknowledge receipt of this Addendum.

Signed

Print Name

Date