



Procurement Services
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ADDENDUM NO: 2

IFB/RFP No: NKU-19-19

Commodity: Kenton Dr. Parking Garage
Restoration

Date: 11/29/2018

Due Date: 12/5/2018

BIDDER/RESPONDER SHALL CONFORM TO THE FOLLOWING CHANGES AS SAME SHALL BECOME BINDING UPON THE CONTRACT TO BE ISSUED IN RESPONSE TO THIS INVITATION FOR BID.

Please see the attached questions and answers.

Design Questions:

1. Please confirm the consultant should have a meeting with NKU to update them on the findings of the garage review and finalize the project scope and budget.

Yes.

Bid Questions:

1. Is the consultant required to attend a prebid meeting?

Yes.

2. Is the consultant required to attend the bid opening?

No.

Construction Questions:

1. Is the consultant required to attend a preconstruction meeting?

Yes.

2. How many hours a week should the consultant plan to review site work for quality assurance?

As often as they deem appropriate. Every other week is probably adequate. However, if issues arise and additional visits are required I expect the consultant's fees to accommodate that reasonably. If there are unforeseen issues that require more time on site, I am not opposed to additional services when warranted. The Offeror needs to make a reasonable attempt at identifying normal level of effort for a project of this size and schedule and indicate that in their response to the proposal.

3. Is the consultant required to hold a weekly progress meeting with NKU and the Contractor?

It may not be every week but not less frequent than every 2 weeks.

Is the consultant required to publish meeting notes?

Contractor prepares meeting minutes. It should be communicated as such in your specifications.

4. Is the consultant required to put contractor as-builts into CAD format?

Yes, unless it is called out in the specifications that the contractor is responsible.

Continued

5. We are assuming a punch list trip is required, but is a verification site visit required for the completed punch list?

Yes.

Please contact Ryan Straus with any questions.

Ryan Straus

Bid Specialist

Procurement Services

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