



### **ADDENDUM NO. 01**

This addendum is issued as part of the specifications and contract documents entitled:

**CITY OF BUNNELL  
REMEDIAION SERVICES FOR THE HISTORIC COQUINA CITY HALL  
CITY RFP NO: 2022-01**

**Date Issued:** March 30, 2022

#### **A. QUESTIONS & ANSWERS**

Question 1: Fee/Cost proposal form is not included in the proposal package. Are we creating our own? Please clarify.

***Answer 1: Vendors will create their own fee/cost proposal document***

Question 2: Can we have a copy of the building plans?

***Answer 2: The City does not have any building plans on this structure. Bunnell City Hall was constructed in 1937 as a (WPA) Federal Public Works project with minor additions in later years. A detailed permit history for this building is not in City records.***

Question 3: Is the Historic Coquina City Hall building having the original insulation?

***Answer 3: It is not known if the insulation is original from 1937; however it is suspected it has been updated since initial construction. A detailed permit history is not in the City records.***

Question 4: Did the City of Bunnell perform a Led-Based Paint inspection and an Asbestos Inspection of the Coquina City Hall building?

***Answer 4: All inspections completed on the structure were published with the RFP.***

Question 5: Is it possible to have an extension of the bid opening and another site tour to perform another inspection of the roof, masonry, etc.?

***Answer 5: The City is not extending the bid opening or scheduling another site visit.***

Question 6: The specifications on page 6 are not detailed/explained of what needs to be remediated in the building interior and exterior. Please explain in detail.

- a) Gutters
- b) Roof
- c) Missing Fasteners

- d) Negative grading -land slopes toward building
- e) Moss/Algae
- f) HVAC (HVAC units (how many?), Duct cleaning, Filters (what kind & size?), Fixing ducts, how many of each?
- g) Masonry-cracking
- h) Rotted components-wood around roof and windows. And Trusses?
- i) Insulation
- j) Lead or Asbestos-Have they had it removed prior? Can you provide copy of the report?

**Answer 6: This RFP is focusing on remediation of the facility only- the removal or treatment of mold, mildew, moss, algae, plant matter growing on or between bricks and flooring or other substances that are causing damage to the structure. This RFP is not requesting full reconstruction of the facility or replacement to elements of the building that will be done through a separate full reconstruction project. However, if for example, a portion of drywall needs to be removed due to contamination and to leave the wall without being repaired would increase the likelihood of mold, mildew, moss, algae or other contamination to reoccur, then minor repairs should be included in the proposal. Minor reconstructive costs needed to prevent further environmental issues from developing pending the reconstruction project should be included in the proposal.**

- a) **Gutters- Remediate any mold, mildew, moss, algae, any plant matter, etc. that may be causing environmental issues to the structure. Replacement of gutters will occur in a separate project.**
- b) **Roof- Remediate any mold, mildew, moss, algae, any plant matter, etc. that may be causing environmental issues to the structure. Patch any holes found in the roof to prevent further damage, but replacement of roof will occur in a separate project.**
- c) **Missing Fasteners- Unless missing fasteners are causing active leaks to occur this will be addressed in a separate reconstruction project.**
- d) **Negative grading -land slopes toward building- This will be addressed in a separate reconstruction project.**
- e) **Moss/Algae- Any and all mold, mildew, moss, algae, any plant matter, etc should be removed/remediated from the facility. This would include interior and exterior facility surfaces.**
- f) **HVAC (HVAC units (how many?), Duct cleaning, Filters (what kind & size?), Fixing ducts, how many of each?- There are 3 HVAC units. The units should be remediated for any mold, mildew, moss, algae, plant matter, etc. This could include the replacement of filters and cleaning of any duct work if these conditions are found to exist in the ducts. The units have been getting regular maintenance through a certified HVAC contractor.**
- g) **Masonry-cracking- This will be addressed in a separate reconstruction project.**
- h) **Rotted components-wood around roof and windows. And Trusses?- Any and all mold, mildew, moss, algae should be removed/remediated from the facility. Unless structurally needed or to prevent further environmental issues from developing pending the reconstruction project, only the remediation or any and all mold, mildew, moss, algae, any plant matter, etc should be completed.**
- i) **Insulation- Removal of contaminated insulation may be needed. The majority of the structure is coquina brick. If replacement of any removed insulation is needed to prevent further environmental issues from developing pending the reconstruction project, then insulation would be replaced.**
- j) **Lead or Asbestos-Have they had it removed prior? Can you provide copy of the report- The City has no information on either of these issues.**

Question 7: Is the City of Bunnell accepting change orders? Please add the City of Bunnell change order policy.

***Answer 7: Per the Bunnell Code of Ordinance Section 2-115 The purchasing agent shall have the authority to approve contract modifications, change orders and contract price***

***adjustments totaling ten percent or less of the original contract, not to exceed \$2,500.00 cumulatively. If the change order exceeds ten percent of the original contract, or if the cumulative total of all change orders shall exceed \$2,500.00, then the approval shall be by the city commission.***

***The Bunnell City Commission meets twice a month on the second and fourth Monday of each month. Change order requests needing Commission approval will be prepared by staff and placed on the next possible agenda for review by the City Commission.***

**ACKNOWLEDGEMENT:**

---

Signature and Date

---

Printed Name and Title

---

Company Name

**PLEASE ACKNOWLEDGE AND INCLUDE ALL ADDENDA IN YOUR BID SUBMISSION PACKET**

**END ADDENDUM NO. 01**