



## **ADDENDUM NO. 02**

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

**CITY OF BUNNELL  
RESTORATION OF THE HISTORIC BUNNELL COQUINA CITY HALL PHASE 1  
RFP NO: 2023-01**

**Date Issued:** April 21, 2023

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

- 1) Question 1: What are City permitting fees? How are costs for any other permits (ie. State or County) handled?

***Answer 1: The costs for City permits are waived; the City does not charge itself for permits on City projects. There is no anticipation that any other permits either State or County would be required; however, if there are permits required outside the City's, the City would reimburse those costs to the contractor.***

- 2) Question 2: Is storage available for the contractor? Would an onsite storage container be allowed?

***Answer 2: The City Public Works yard could be used for storage of equipment/materials. The yard is located at 300 Tolman Street, Bunnell, FL 32110. There would be limited access hours to the yard to access storage/materials from 7:00 AM to 4:00 PM.***

***An onsite storage unit could be allowed; however, the street and driveway around Coquina City Hall and Lake Lucille are used by a private school in the area for student drop-off/pick-up. None of the streets behind the building or around Lake Lucille should be blocked during the project at any time to ensure there is no impediment to the private school operations for drop-off/pick-up.***

***Additionally, no grass should be destroyed or damaged by placing a container in a grassy area. The parking spaces immediately in front of the building and the on-street parking spaces immediately behind the building are the only location to place an onsite storage container.***

***The fenced parking area behind the building is private parking and does not belong to the City.***

3) Question 3: What is behind the T1-11, has there been any exploration into that area.

**Answer 3: No, there has been no exploration into that area. Removing the T1-11 is not part of this phase (Phase 1) nor part of bid alternate #4 work. The T1-11 that has been applied to the inside of the side wood doors should be removed during the door restoration work.**

4) Question 4: Is future phasing on the construction plans?

**Answer 4: No. While the project has future phases that are being planned, they are not a part of Phase One and plans for future phases are not available at this time.**

5) Question 5: Is the City Building Official familiar with Chapter 12 Florida Building Codes?

**Answer 5: Yes.**

6) Question 6: Are the American Institute of Architect's (AIA) forms available in a fillable format?

**Answer 6: Yes. All AIA forms are available for download in a fillable format from the AIA website: [www.aia.org](http://www.aia.org) The contractor would be responsible for downloading the fillable version of any applicable AIA forms for this project from the website. The City would not reimburse these costs as they are a cost for doing business and not reimbursable under the grant funding.**

7) Question 7: Is there a plan for the signage on the front of the building?

**Answer 7: Work on the signage or new lights are not part of this phase of work. There is a bid alternate to replace the front four windows of the building.**

8) Question 8: Will the City provide the Application for Payment (AIA G702) forms with Continuation Sheets (AIA G703)?

**Answer 8: No. All AIA forms are available for download in a fillable format from the AIA website: [www.aia.org](http://www.aia.org) The contractor would be responsible for downloading the fillable version of any applicable AIA forms for this project from the website. The City would not reimburse these costs as they are a cost for doing business and not reimbursable under the grant funding.**

9) Question 9: Please clarify if these (AIA) forms are mandatory to use or if the Contractor can submit their application for Payment in their standard format (Company Invoice).

**Answer 9: Due to the nature of this project, the City will be using the AIA application for payment rather than a contractor detailed/itemized invoice to process payments. The application for payment is a standard AIA document that breaks down the schedule of values for the project by the contractor. The form shows the original contract sum, change orders and amount completed, purchased and stored to date for the project as a way to keep up with the progress on the job and what has been completed at time of billing.**

**The City will then use this form to process payment through the City Purchase Order (PO) system.**

10) Question 10: Will the plans for future project phases be released?

**Answer 10: No. There is a concept plan for the project, but no other detailed/construction drawings. Since this project depends on certain reconstruction/restoration taking place first and additional funding being secured, it is not possible to determine how many phases will be needed or what work would fall within each future phase. The only items to be addressed are included in the RFP scope of work and bid alternates; no future phases are part of this bid. Because of the nature of this funding (grant) and the status of this building, the City can only proceed with the work as authorized by the State and already approved.**

11) Question 11: Is it possible that the original transom window above the wood doors is still in place and has been covered with plywood?

**Answer 11: It is not known if the original transom window is still in place under the plywood covering. Exploration of the area should take place during demolition work. If the original transom window is located behind the plywood, care should be taken to protect the window from damage.**

12) Question 12: Does the Contractor have the right to use the entire site, bounded by the public ROW which circulates around the building (Green areas plus the front parking spaces?)

**Answer 12: The contractor can use the area immediately in front of the building and the parking spaces immediately behind the building. The area immediately in front of the building is the only area that may be blocked off from vehicular access. At no point should any right-of-way surrounding the building/site be blocked off. South Pine Street, East Court Street and the driveway around Lake Lucille must remain open and accessible.**



**X = Possible barricade**

13) Question 13: Can Contractor use the green areas around the building for staging, storage of materials, placement of a mobile office motorcoach and other trailers for 24-hour presence at the site?

**Answer 13: The contractor may use the area immediately in front of the building for staging, storage of material or placement of a mobile office. Long term damage to the grassy areas on the sides of the building, other than those required by Phase One, should be avoided. The use of on-site storage containers or a mobile office is not a part of the grant funding for the project and will not be reimbursed by the City.**

14) Question 14: Can the Contractor fence and screen the site for security purposes, provided that the student pickup traffic line for the adjacent school is not impeded?

**Answer 14: The contractor may choose to install a fence or screening; however, any fencing or screening used must not affect the flow of traffic on South Pine Street, East Court Street nor the driveway around Lake Lucille used for student drop-off/pick-up traffic. The use of fencing is not a part of the grant funding for the project and will not be reimbursed by the City.**

15) Question 15: At what point does the City plan to put the building back in service, with respect to the primary work and various alternates?

**Answer 15: Unknown at this time. Phase One does not restore the building to full use. Other work, which would be addressed in later phases, will most likely be required to re-open the building for Public use. At the conclusion of Phase One, the contractor should ensure that the building is secured to the point that no additional environmental damage could affect the building and cause the need for further remediation.**

16) Question 16: Is there a specific budget for the job plus the various alternates?

**Answer 16: Phase One of this project is funded through a Department of State Special Category Grant. The budget for Phase One is the grant amount of \$500,000.00. At this time, there are no additional funds budgeted to cover costs outside of the grant award.**

**ACKNOWLEDGEMENT:**

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Company Name

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

**END ADDENDUM NO. 02**