

## ADDENDUM TO RFP DOCUMENTS

REQUEST FOR PROPOSAL: AUGUST 2015 – CASPER DOWNTOWN PLAZA

ADDENDUM NO: 1

DATE: 8/7/15

TO ALL POTENTIAL BIDDERS:

This addendum is issued to modify the previously issued bid documents and/or given for informational purposes, and is hereby made a part of the bid documents. Please attach this addendum to the documents in your possession. Per the RFP, the proposer shall acknowledge receipt of any and all addenda, if any, listing the Addenda by number(s) and date(s) in their Letter of Interest

---

QUESTIONS & ANSWERS:

Q1: Is the demo of the existing buildings on the site(s) included in the scope of work? Has an asbestos survey been conducted? Or the relocation of the entities within these buildings?

A1: Demolition of the (2) parking lots and (3) buildings will be contracted by the DDA, as well as asbestos inspections and abatement, prior to demolition.

Q2: What is desired by the “proof of firms ability to financially sustain the project to the end”?

A2: Previous jobs with corresponding budget and timeline are necessary, as well as, current projects with corresponding budgets and timelines. Respondents may elect to provide gross annual revenue to show ability and capacity but it is not required.

Q3: Is the existing alley (north/south) to remain or be vacated? If vacated, has this process started or is it intended to be included in the scope of work (along with utility relocations, etc.)?

A3: The existing alley will be utilized up to the northern most boundaries of the old fire station, at which point the alley will terminate and the plaza footprint will begin. Owner will work with proper authorities to vacate alley. Relocation of utilities should be considered part of the scope of work.

Q4: The RFP mentions a “parking garage” – please clarify?

A4: The existing downtown public parking garage between Center and Wolcott will play a major role in accommodating parking for event attendees. Any reference to the parking garage and alley is in reference to the design and coordination of the alley work behind the Petroleum building and Bottecelli’s. The intent is for the alley to remain a full service alley for deliveries, but to dress it up with brick pavers, lighting, murals, etc., and for it to become a more attractive traffic vein from the garage to plaza for pedestrians.

Q5: The “scope of work” seems to be missing...there is mention of restrooms and stage, but what else – ice rink? Band shell? Park? It’s tough to get the engineers committed to a reasonable fee when there is open-ended work or lack of scope.

A5: Absolute items include: Band shell with all the infrastructure and technical equipment needed for performances, large movie screen that comes down from band shell for family movie night in the plaza, lawn area that converts to ice rink in winter and all the infrastructure that goes with it, splash pad, [year round] restrooms, storage area, concession/toll area, infrastructure built into ground (110/220) to accommodate plug in for pop up vendors (farmers markets, art fairs, etc), “pillars” of the community – donor recognition monument(s), all landscaping, permanent and temporary shade and wind breaks, etc. Additional items of interest may come out of the public design charrette sessions but they will be cosmetic, not items requiring engineering.

Q6: There is mention of sculpture in the RFP; is it the intent that the teams include an artist on the team to provide the sculpture or ?

A6: No. Any mention of sculptures should be omitted; however, coordination and integration of art may be necessary.

Q7: Has a site survey (utilities, topography, boundaries, etc.) been completed on the sites or is this to be included in the scope of work?

A7: A site survey will be completed by owner and provided during design

Q8: Has a Phase 1 Environmental Assessment been completed or is this desired within the scope of work?

A8:A Phase 1 Environmental Assessment will be completed by owner.

Q9: Has a geotechnical report been completed or is this desired within the scope of the work?

A9: A geotech report will be completed by owner.

Q10: There is mention of approval from WYDOT – I’m a little confused as to what their involvement in the project would be for approval?

A10: Any authority of jurisdiction should be contacted for necessary approvals.

Q11: Is there an overall project budget?

A11: Construction bids need to come in at or below 3.5 million. FF&E by owner but does not include A/V. Owner may require some design guidance/coordination efforts and recommendations.