

ADDENDUM # 2

**CITY OF TORRANCE
3031 Torrance Blvd.
Torrance, CA 90503**

RFP NO. B2022-48

RFP for Facility Assessment Services for the City of Torrance

ADDENDUM # 2- Issued 01/12/2023

THE FOLLOWING CHANGES ARE HEREBY INCORPORATED INTO AND MADE A MANDATORY PART OF SUBJECT RFP:

CLARIFY: The RFP Due Date remains on **Monday, January 23, 2023, by 3:00 PM** in the Office of the City Clerk, 3031 Torrance Blvd., Torrance, CA 90503.

CLARIFY: At minimum, please propose on the following locations: City Hall (#9), Fire Stations 1 – 6 (#46,47,48,49,50,51), General Aviation Center (#53), and the Police Facility (#79).

CLARIFY: Please use **ASTM E1557-09(2020)e1**
Standard Classification for Building Elements and Related Sitework—UNIFORMAT II (or equivalent)

Below are questions raised during the RFP preparation period with answers in bold:

1. Can you please provide clarification on “compliance with modern building code” – are you looking for a formal code review? Typically our scope includes reporting obvious code issues but not an in depth code review. Can you provide additional information on what this will be used for or what specifically are your concerns?

The city is not requiring a formal code review. Reporting obvious code issues *without* an in-depth code review is acceptable.

2. Does the City currently utilize a CMMS platform for work order and/or facility maintenance management? If so, what software system and does the chosen firm need to collect data to input into the current system? If not, is the City interested in adopting a software system for facility maintenance management and/or capital planning?

The city does not currently use a CMMS platform for work order for facility maintenance management or capital planning and is not requesting a software system at this time.

3. The RFP indicates the team should be compiled of an interdisciplinary team including potentially an Appraiser. Is the City anticipating appraisals as part of the scope of services? Does the City of any Real Estate initiatives that should be considered during the condition assessment and analysis?

**The City is amending the verbiage and removing it from the RFP where it states (Ref page 4 & 9):
“License Requirements: It is anticipated that the consultant team will be an interdisciplinary team (potentially involving multiple firms) likely to include a California licensed Civil/Structural Engineer, Mechanical Engineer, Electrical Engineer, Architect and Appraiser, as appropriate.”**

No appraisals or Real Estate initiatives are required as part of the scope of services.

4. Do you have any information on property utilization that can be provided? Page 8 of the RFP indicates that utilization of the facilities should be reviewed and summarized, what is the expectation of this scope item?

The City does not currently have information on property utilization to provide. The expectation of the scope item on page 8 is for the awarded firm to provide a summary of how each facility is being utilized and identify whether it is over or underutilized.

5. With reference to verifying square footages, would the City like BOMA measurements taken or just exterior measurements? Can these be take-offs from Google Earth or should they be performed in the field?

The City requests BOMA field measurements to verify square footages.

6. With regard to Seismic scope:
 - a. Does City of Torrance have any related seismic policies? Have we done work for them before?

The 2022 California Building Code with Torrance Municipal Code local amendments.

- b. Would this include review of non-structural systems?

Yes, see Section II Technical Requirements.

- c. How should we assess critical facilities, e.g. police, fire, etc.?

See Section II Technical Requirements.

- d. Would our seismic results and recommendations be incorporated into the FCA or be standalone reports?

Seismic results and recommendations should be incorporated in the Facility Condition Assessment or Property Condition Report (PCR).

- e. Should we include the common seismic (geologic) site hazards?

Common seismic (geologic) site hazards should be included, as necessary, to comply with and complete Section II Technical Requirements.

- f. What standard do you want the seismic reporting to meet?

The RFP submittal should include what standard will be used for the seismic reporting. The standard proposed and method of reporting will be part of the evaluation of the RFP submittals.

6. Are you planning to award this contract to more than one consultant?

The City does not plan to award to more than one consultant however the City may award all or only a selected few of the line-item locations for the contract.

7. Is the City Looking for an ASHRAE Level 1, 2 or 3 Energy Audit?

The City is requesting ASHRAE Level 1 Energy Audit.

8. Does the City want a team that can provide all of the assessment services listed in Section II of the RFP document or can we just submit for the services that we can provide?

The City is open to receiving proposals that include services firms can provide, if firms cannot provide all services listed in Section II of the RFP document. Please make it clear which services you can provide within your proposal.

9. Will the City accept periodic payment terms such as every 30 days rather than waiting until project completion?

Yes, the City will accept periodic payment terms for progress payments such as every 30 days upon review and approval by the City of each individual invoice.

Please return this addendum with your RFP proposal. Failure to acknowledge addenda and submit it with your proposal may render the proposal non-responsive and cause it to be rejected. I hereby acknowledge receipt of this addendum.

Name of Company

Address

City State Zip Code