ADDENDUM NO. 2

to

REQUEST FOR PROPOSAL ("RFP")

For

MUNICIPAL ARCHITECT FOR THE BOROUGH OF OCEANPORT

Issued: February 21, 2025

INTENT: This Document supersedes all conflicting and contrary information in said Request for Proposal Document. Said document is hereby amended in certain particulars as described hereinafter. Unless specifically noted or specified hereinafter all work shall conform to the applicable provisions of the Request for Proposal document. Bidders shall acknowledge receiving this document on the Bid Proposal Form.

This Addendum includes five (5) pages and the following:

REQUEST FOR INFORMATION (RFIs)

1. Question:

Project Budget

a. Please provide information on any committed project funding, grant allocations, or budget assumptions. It is challenging to ascertain the expected level of finish, quality, and required consultant expertise for the various projects in order to accurately estimate the associated effort without a budget.

Response: All buildings will be simple in nature with very limited finishes. Borough is not disclosing funding information at this time.

2. Question:

Site Engineering & Environmental Exclusions

It was mentioned at the pre-proposal conference that the Borough's engineer would provide site/civil engineering. Please confirm that the following items should be excluded from our scope:

a. Geotechnical services (borings, reports, foundation recommendations)
b. Site survey for base mapping (topography, utilities, boundary, drainage, tree locations)
c. Wetlands delineation, stormwater management, flood hazard area (FHA) analysis

d. Traffic/transportation engineering
e. Natural resources and environmental engineering
f. Permitting (US Army Corps of Engineers, CAFRA, NJDEP)
g. Cultural resource assessments, endangered species studies
h. Building floodproofing evaluation and design
i. ADA compliance and site accessibility reviews
j. In-water work, floating dock modifications, shoreline stabilization

Response: a, b, c, d, e, f, g, h and j are excluded. Buildings will be ADA accessible.

3. Question:

Existing Conditions & Available Documentation

a. Other than the "Maria Gatta Park - Drainage As-Built-2022-06-15.pdf" provided with Addendum 01, are there additional site or building drawings, reports, or documentation available to support understanding of existing conditions?
Response: No

4. Question:

Meetings & Stakeholder Coordination

a. How many project meetings and presentations should we include in our proposal?

Response: Boat House - Five (5) meetings for approximately three (3) hours each to coordinate design and budget for the boat house project with the following entities and any other interested parties: Monmouth University and Christian Brothers Academy.
Bathrooms at Blackberry Bay Park - Three (3) meetings for approximately two (2) hours each to design the renovations.
Bathrooms and Storage at Maria Gatta Park - Three (3) meetings for approximately two (2) hours each to design the renovations and budget for the project.

The time frames above are an estimated of required meetings, but A/E will be requested to attend as many meetings as needed to design complete project.

b. Please clarify the expected level of coordination between the Borough, Monmouth University, and Christian Brothers Academy in relation to the A/E team's **involvement.**

Response: Refer to Clarification

5. Question:

Regulatory Approvals & Grant Funding

a. What is required for planning and zoning approvals?

Response: Presentation to Planning Board for capital Improvement for boat house

b. What is expected of A/E firms regarding grant funding, NJDEP Green Acres compliance, and related regulatory coordination?

Response: N/A

6. Question:

Technology Scope Exclusions

It was mentioned at the pre-proposal conference that technology services are not necessary. Please confirm the exclusion of the following items:

a. Data/fiber network infrastructure to and within buildings
b. Structured cabling (backbone and horizontal wiring)
c. Security design (electronic access control, CCTV/surveillance, Borough system integration)
d. Endpoint devices (TVs, broadcast, network drops, digital signage, audio/speakers, intercoms, clocks)
e. Sound reinforcement, background audio, and camera systems

Response: Services and Infrastructure for date Is not part of this project. Professionals are to coordinate data drop locations, box, conduit and pull stations to be shown on bid documents.

7. Question:

Sustainable Design Considerations

a. Please confirm whether there are any specific energy efficiency targets or sustainability goals for the project. **Response:** None

8. Question:

Existing Building Renovation – Blackberry Bay Park

a. Should the renovated building be designed for year-round use, including full MEP heating and cooling?

Response: No cooling - Heating for ten (10) months - Buildings winterized for two (2) months (January/February)

b. Will existing piping and utility infrastructure be sufficient, or will upgrades be handled separately by the Borough's engineer? Specifically:
    (1) Sanitary piping conditions and capacity
    (2) Domestic water volume and pressure

Response: Existing utility services to be reused.

c. What exterior improvements are expected?
    (1) Roof replacement? Response: None
    (2) Building envelope, added insulation/thermal envelope, doors, lighting, and appearance. Response: A/E to meet Intent of RFP

d. It was communicated that the building was constructed with volunteer labor. Has a conditions assessment been conducted to evaluate the structural integrity of the building and its utilities? Should the AE Team assume everything (structural, plumbing, electrical service) is sound and functioning correctly, or should they plan for a comprehensive structural and full MEP assessment? If a full assessment is necessary, who will conduct the following:
    (1) Test pit/excavations to assess the existing foundation conditions
    (2) Flow tests to evaluate available water volume and capacity?

Response: No known structural deficiencies at this time. Assessments are at the discretion of the A/E team to put a complete project together.

9. Question:

Environmental - Hazardous Materials

a. Please confirm that all environmental engineering services—including sampling for asbestos, lead-based paint, PCBs, and any ground or building contaminants from the previous outdoor swimming pool use, laboratory work, reports, and remediation—should be excluded. **Response:** Yes

10. Question:

Boat House / Rowing Center Scope

a. What provisions are required for indoor and outdoor boat racks, oar storage, and mechanical/plumbing systems?

Response: Boat House racks and oar storage handled by others. Mechanical/Plumbing systems coordinated and designed by A/E.

b. Should the design include:
    (1) Work benches, tool storage, and first aid station?
    (2) Storage cubbies for personal belongings?
    (3) Locker rooms, restrooms, administrative areas, fitness spaces, and ERG storage?
    (4) Team rooms and coach's offices?

Response: To be coordinated with Borough, Monmouth University, & Christian Brothers Academy as part of overall design

c. Is emergency power, generator backup required? **Response**: No

11. Question:

Cost Estimating & Construction Administration

a. How many cost estimates are required during the design process?

Response: Three: Conceptual, Preliminary and Final

b. Please confirm/clarify the pre-proposal meeting discussion regarding the need for separate bid packages for:
    (1) Boat House at Blackberry Bay Park
    (2) New restroom structure at Maria Gatta Park
    (3) That no bid documents are required for the existing restroom renovation at Blackberry Bay Park

Response: Yes, as per Clarification

12. Question:

Project Schedule & Review Timeframes

a. Please clarify expected time allocations for each phase: Programming, schematic design, design development, construction documents, bidding/permitting, and construction administration
b. What are the Borough's anticipated review and approval timeframes at major milestones?

Response: See Clarification

13. Question:

Proposal Format & Fee Structure

a. It was stated that fees must be separated by project. Please provide a fee table or required format to ensure consistency across proposals.

Answer: 1. Bathroom Renovations at Blackberry Bay Park
2. Bathrooms and Storage Area at Maria Gatta Park
3. Boat House at Blackberry Bay Park

b. Please clarify whether a reimbursable expenses allowance will be provided for costs such as express mailings, reproduction, travel, or confirm if it is acceptable to bill at cost plus 10%.

Answer: Include all costs In Lump Sum sums above

REFER TO REQUEST FOR PROPOSAL

PAGE 1 – Under **PLEASE TAKE NOTICE** – All sealed proposals shall be submitted to Catherine LaPorta, CFO/QPA, Borough of Oceanport, 910 Oceanport Way, PO Box 370, Oceanport, NJ 07757 not later than **March 5, 2025 at 10:00 a.m.**