

Pacific Region Tacoma Washington
New Generation Delivery Vehicle (NGDV)
Vehicle Maintenance Facility (VMF)
RFP No.: 30902332.02203R
USPS Project No.: E10234

Contract No.: 104267-21-B-0030

WSP-Korte Project No. 30902332.02203

Addendum No. 1

To: All Bidders
From: WSP-Korte,
Subject: **RFP 30902332.02203**
Re: **Tacoma**
NGDV VMF Upgrades

Dear Bidders,

The changes found within are hereby made effective as though originally issued with the RFP BidPackage. All other subjects remain the same.

Addendum No. 1

Technical Section

1. Technical

a. Questions received with Answers: None

2. Contracts and Procurement Section

a. Questions Received with Answers: None

b. Update Questions Due Date – April 16, 2024.

3. Documents in Amendment Folder (1 total):

a) Addendum No.1 RFP 30902332.02203 (This Document)

b) Pre-Bid meeting Minutes 4-8-2024 (attached)

***** Each Bidder must acknowledge receipt and acceptance of this addendum by close of business (COB) – 4/9/2024. Email to wspkorteuspsrpf@wsp.com. **Must include RFP # Name of Project in Subject line.**

Name of Company: _____

Authorized Signature: _____

Print Name and Title: _____

Pacific Region Tacoma
NGDV Vehicle Maintenance Facility Upgrades
RFP No.:30902332.02203R
USPS Project No.: E10234

Contract No.: 104267-21-B-0030
Work Order: F6.000
WSP-Korte Project No. 30902332.02203

Pre-Bid Meeting Minutes – April 8, 2024

(Addendum 1, Attachment 1)

1. RFP

A. ***The Bid Acknowledgement Form is due Monday, April 8, 2024, 5:00 PM EST, emailed to wspkorteuspsrfp@wsp.com. Must include RFP # Name of Project in Subject line.***

B. ***ALL technical/RFP contract questions are to be submitted to WSP-Korte at: wspkorteuspsrfp@wsp.com. Must include RFP # Name of Project in Subject line.***

All questions are to be submitted by Tuesday, April 16, 2024, 5:00PM EST.

All responses to be provided by Thursday, April 18, 2024, 5:00PM EST.

C. ***Firm-Fixed-Price Proposals are due Wednesday, May 1st, 2024, on or before 5:00 PM EST.***

Section 4, Instructions to Offerors requests some information that was also requested in MSA prequalification packages. Contractors that previously completed & submitted this statement within the past six months are exempted from completing this statement provide there are no substantial changes.

ALL proposals are to be submitted to WSP-Korte at:

wspkorteuspsrfp@wsp.com. Must include RFP # Name of Project in Subject line.

D. The contract will be awarded to the firm that provides the best value to WSP-Korte and the United States Postal Service, considering price, Health and Safety and the ability to accomplish the work within the schedule.

E. ***Please see RFP Bid List Deliverables as follows:***

- **Scope Narrative**
- **Section 5 - Submission Form**
- **Attachment A Schedule of Values (SOVs) – Excel File (Native)**
- **Attachment B - USPS Representations & Certifications (Signed)**
- **Preliminary Level 1 Schedule**

- F. **Contractors are required to have/maintain a business license at a minimum in the state where work is being performed.**
- G. Liquidated damages - **None.**

2. **Scope of Work**

A. Safety

- (1) Safety is a critical component of the project. Protection of contractor and USPS personnel in the operating facility must be maintained. Compliance with OSHA & USPS safety and security regulations is required.
- (2) The contractor's employees and subcontractors will be required to attend a USPS safety presentation video.
- (3) It is believed that the site area where work is to be performed does not contain lead-based paint and/or asbestos. WSP-Korte is working on obtaining the lead-based paint report and asbestos report for the facility and will provide for all contractors to review.

B. General **Scope of Work:**

1. **Drawings and specifications are at a 90% (Concept) Design Level. The drawings and specifications outline the intent of the design. The contractor will be responsible for finalizing the design, to include, but not limited to, manufacturer's installation recommendations, conduit/wire size, panel locations, breaker sizing, etc. Drawings do not have to be updated and submitted at the end of the project to reflect the design.**
2. **Phasing will be an important aspect of the project as operation will remain during construction.**
3. **Refer to drawings and specifications associated with the scope below for additional information.**
4. **All work is to comply with ALL local and applicable codes and standards along with the 2023-1 USPS Building Design Standards. If you do not have access to the USPS BDS, a copy will be provided upon request.**
5. **Scope/pricing is to be separated as indicated below into 2 Categories Repair and Alteration (R&A) and Inflation Reduction Act & IRA). See specific SOV's (013300usps forms) for those categories.**
 - a. **VMF funded scope of work, including interior facility renovations (new work bay floor coating finishes, work bay painting, HVAC/building modifications necessary for new vehicle clearance requirements, LED lighting and vehicle lift upgrades) as well as exterior improvements (paving, seal coating, paving crack fill, restriping, site**

concrete if needed, exterior facade repairs/revisions). This work is to be categorized as R&A works.

- b. Site preparation work to include all the site work/trenching, electrical upgrades and installation of the new USPS provided charging equipment. This work is to be categorized as IRA works.*
6. **Contractor will be required to coordinate with USPS Commissioning agent(s) for any/all systems that are required such as transformers, lighting systems, electrical vehicle charger systems, etc.**
7. **See Example Metering Procedure - The intent of this instruction is to provide an example procedure to verify existing loads at the panelboard (as indicated on drawings) intended to feed new chargers at the VMF facility.**
8. **Contractor to provide On-site storage for VMF FFE. Contractor to coordinate with USPS staff for removal and management of VMF equipment.**

548331-984 Tacoma VMF

Contractor shall verify all dimensions and quantities in field and notify Architect and Owner of all discrepancies before work starts.

Repair & Alteration (R&A) Funded Scope of Work

The General scope of the R&A funded work includes interior remodeling and deferred maintenance items. The following scope is indicated as interior and Exterior.

Interior R&A Scope of Work

1. Lighting

Interior and exterior lighting will be updated to LED fixtures through this project scope of work.

See drawing E100 Electrical Power & Lighting and the Electrical Schedule E401 for details.

2. Interior Finish Renovation

Painting

- a. The vehicle service area walls will be painted (P-1) white, ceiling paint will remain, and interior doors will be painted (P-6) medium gray. See Sheet A001 and A100 for additional finish room details. **All ducting, lighting and/or mechanical will be adjusted to accommodate 15' 3" required lift clearance.**

- b. The service bay flooring will be addressed through application of new epoxy coating.

Relocation of Utilities

- c. Ducting, lighting, and/or mechanical will be adjusted to accommodate the required 15' 3" lift clearance.

3. Removing and installing new vehicle maintenance lifts.

Contractor Furnished and Contractor Installed - Vehicle Lift Replacement:

- a. **No vehicle lifts** will be installed through this project.

See specifications and sheet A500 for details.

4. Overhead Door Replacement

- a. **7 overhead doors** (Bay 1 - 7) will be replaced with coiling doors through this project scope of work. **Refer to the drawings for additional overhead door details.**
- b. **No new egress doors** will be replaced in this project scope of work.

Exterior R&A Scope of Work

5. Exterior finish renovation

- a. The **exterior wall** surfaces will be **power washed**. **Trim** and **existing doors** will be **painted** as noted in plans.

6. Lot Upgrades

- a. Updates in the parking lot will include **filling sizable cracks (Bid 300')** and the VMF lot will be restriped to accommodate parking for **17** employee vehicles and **18** Next Generation Delivery Vehicles (NGDV's). **Striping will include repainting bollards, curbs, and road markings.**

Inflation Reduction Act (IRA) Funded Scope of Work

The general scope of the **NGDV** funded work includes modifications to all areas associated with the layout and charging of the new NGDV.

1. No Electrical Upgrades for Charger Installation

Contractor Furnished and Contractor Installed

a. New Transformers (0)

b. New Dedicated panels (0)

2. NGDV Electrical Scope of Work

Owner Furnished and Contractor Installed

Electric Vehicle Chargers (2) - 2 Rexel USA Inc/ChargePoint CP6011B-80A-L7 single port, pedestal mounted, 16.6kW chargers with a 23' cable length. Electrical Vehicle Supply Equipment (EVSE) USPS Kit Number CP001.

Chargers will be placed as shown on the C200 Proposed Conditions drawing.

Each charger will be protected by bollards per plan and each parking space will have a 6-inch concrete wheel stop.

All work shall be in accordance with applicable codes and local regulations that may apply. In case of conflict in or between the Contract Documents and a governing code or ordinance, the more stringent standard shall apply.

3. Design Updates

4. Schedule of Values (SOV)

A. The **SOV** spreadsheet is a native Excel file that was provided in the RFP Emails and is located on the Project Management Information System (PMIS) SharePoint link that was sent during RFP solicitation.

B. The **SOV** Spreadsheet contains Repair & Alteration (R&A) funded works and Inflation Reduction Act (IRA) funded works, which are both detailed in Scope of Work section.

(1) Inside the **SOV** Spreadsheet the Division of works are Highlighted as a guide for pricing details based on **Scope of Works**.

*Note: The Excel Spreadsheet contains '**Notes**' that provide further details for pricing guidance.*

(2) Please provided completed **Excel SOV (native file)** when submitting the Bid.

5. Schedule, Management, & Coordination

A. On-site construction activity shall commence upon NTP and coordination with the facility but will be confirmed with WSP-Korte.

- B. The Contractor's Project Manager and/or Superintendent are required to attend monthly project progress meetings. Representatives of major subcontractors are required to attend the meetings as determined by the WSP-Korte Project Manager.
- C. **A Project Manager and/or Superintendent employed by the Contractor is required to be on site whenever work on this project is being performed, including during punch list work.**
- D. **Key Personnel.** The contractor must assign to this contract the personnel named in the offeror's proposal for key positions. If an order is expected to exceed \$1,000,000, the supplier is required to submit the name and qualifications of its assigned on-site Superintendent with their job order proposal (Bid). The Superintendent's qualifications will be reviewed by the Contracting Officer (or WSP) before the issuance of the order. If the supplier intends to change the assigned Superintendent during the order's period of performance, approval must be obtained in advance from the Contracting Officer (or WSP).
- E. MBE/WBE/SBE subcontracting goals for this project are **3.7%, 5.6%, and 12%** respectively. Actual percentages are to be included in your Submission Form.
- F. There are limitations on workdays, hours are to be 7:00am-3pm (after 6am). To be confirmed with each facility when construction starts.
- G. USPS Operations
- (1) VMF Operations
- The contractor is to provide his own office space/trailer/storage and debris boxes and coordinate the use of power and water along with restrooms with USPS.
- H. **Procedures for working in a USPS facility:**
- (1) Always wear/display your USPS-issued identification.
 - (2) Comply with all posted rules and regulations.
 - (3) Never touch any mail/stamps/envelopes/document/paper.
 - (4) Do not move hampers, carts, or other equipment.
 - (5) Do not use USPS equipment including ladders, lifts, etc., unless explicitly authorized by USPS facility Management.
 - (6) Do not use or remove any materials, including scrap metal and wire, without WSP explicit authorization in advance.
 - (7) Do not look at any mail including magazines, advertisements, brochures, etc.
 - (8) Do not pick up or touch money or change, including coins found on the floor/ground or elsewhere.
 - (9) Do not engage Postal Service workers in conversation.
 - (10) Be courteous and friendly to the USPS employees and customers.
 - (11) Do not discuss with or disclose the results of your work to the local employees.
 - (12) Do not photograph USPS employees.

- (13) Always be aware of your surroundings. Do not use cell phones or PDAs while on the workroom floor, mail platform, or truck maneuvering area.
- (14) If confronted by a Postal Service employee, find a supervisor/manager to intervene.
- (15) Do not offer/provide any gratuity including lunch, coffee, etc. to any Postal Service employee.

6. Pre- Bid Site Visit

- A. Highly Recommended** - All contractors will conduct their own site walks and coordinate with contact information provided for each facility.

USPS VMF Manager **Ruben Cruz (253) 320-7245**

Note: Please reference Section 4 G above for USPS Operations / procedures while visiting the facility. For your information a drug test is not required for a Site Visit and a 30-minute Safety video may be required, at the VMF manager discretion.

7. Additional WSP Comments:

- A. Below are general comments that were made during the Pre-Bid Meeting.

- (1) Owner Furnished Contractor Installed (OFCI) Equipment: **EV Chargers**
Contractor coordinate with WSP 1 month prior to necessary delivery date of EV Chargers.

Contractor Furnished / Contractor Installed (CFCI) Equipment:

Lead time is **4-8 weeks for electrical distribution equipment**. Additional equipment lead times still need to be verified.

- (2) **For Construction phasing purposes**, USPS requires 2/3 of the facility to be operational, during construction. Construction works can utilize 1/3 of facility. **The actual number/days will be verified at the preconstruction meeting and coordinated with the facility.**
- (3) Contractor to coordinate with USPS Owner **Simultaneous Operations (SIMOPS)**.
- (4) Contractor will be required to dispose of all materials from this site and location of trash bin to be coordinated with USPS.
- (5) **Please reference RFP Section 2 for RFP SharePoint Site Instructions, which provides detailed instructions for access to all RFP Files and Addendums. (Does not apply to this RFP).**

DISTRIBUTION

Attendees:

Name	Organization	Telephone	Cell Phone	Email
USPS				

Pacific Region Tacoma
 Vehicle Maintenance Facility Upgrades
 RFP No.: RFP30902332.02203R
 USPS Project No.: E10234
 April 8, 2024, Pre-Bid Meeting Minutes

Contractors				
David Mack	Hilger			
Chris Trent	Mark Scott			
Terry Griffin	Saybr			
Ian Hilger	Hilger			
Kyle Cage	Korte			
Candice Shley	Saybr			
WSP-Korte				
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