

Responses to Questions

Architectural, Engineering and Design Services (Suite 150 Renovation)

General Questions:

1. Will current AutoCAD or Revit files of the space be provided? Do they include the existing ceiling, light fixtures and electrical information?

A: CAD drawings are available and will be furnished to the awarded vendor.

2. Are there as-built documents of the space that include MEP and structural information?

A: All available as-built documents will be furnished to the awarded vendor.

Scope of Work Questions:

Project Overview (Page 3)

3. Consultants assumed to be included under the Architectural firm:

- a. MEP
- b. Acoustical consultant

A: Correct

4. Confirm if IT/AV integration services, and not just design services, are required as part of the RFP response. (This also relates to 4.2.4)

A: Yes. IT/AV integration, setup, and installation is requested as part of the RFP. The proposal should address technologies that can integrate with existing CalHFA IT systems or offer viable options for future integration. Because long-term support will ultimately fall to CalHFA, it is important that any proposed solution aligns with our internal support capabilities and standards.

5. Are electronic security design services (CCTV, access control, etc.) desired as part of the AE team?

A: No.

6. Are the restrooms in the building expected to be able to meet fixture requirements for the revised occupancy? Or will additional restrooms be required within the tenant space?

A: CalHFA would like to explore additional restrooms in the suite. However, the particulars will be dictated by applicable building codes (i.e. occupancy classification and occupancy load). We don't have those specifics confirmed yet. If code calculations show the existing restrooms aren't sufficient, additional restrooms may be required within the tenant space.

7. What level of design is required for fire suppression and fire alarm? Is it ok to assume performance specs should be provided by the AE team and full design will be provided by a design-build contractor?

A: Standard fire suppression and alarms will suffice for this space. Additional suppression design may be needed upon AV/Tech buildout.

8. Confirm that there is no intent to have a commercial kitchen or cafe that would trigger grease exhaust or grease interceptor requirements. We are assuming that any kitchen space would be for reheating and/or serving catered meals brought in from elsewhere.

A: There is no intent for a commercial kitchen.

9. What is the base building mechanical system serving the space? Has it been reviewed for capacity to accommodate increased ventilation and heat load associated with the intended space use?

A: The entire 1st floor is served by an air handler located inside the mechanical room within Suite 150.

10. Is electrical metering data or 12 months of electrical bills available to determine the building's electrical capacity?

A: Yes, for the entire building, not individually by suite.

11. Are there any building or agency design standards or manufacturer/equipment preferences the design team will need to follow?

A: Not currently.

12. How will decisions be made at each phase? Is there a committee that reviews or will there be a dedicated PM?

A: We will have a committee making decisions at each phase.

13. Will there be weekly meetings at each phase of the project?

A: Page 4, under Task 1 states awarded firm is to "Develop a Project Execution Plan" which will include meeting cadence.

14. Issuance of proposal – should this go to Nicole Galiano, ngaliano@calhfa.ca?

A: All proposals should be sent to Administration-FacilitiesOperations@calhfa.ca.gov

Task 2 (page 4)

15. Does CalHFA have a preferred furniture vendor they would like to use?

A: Undecided at this time.

16. It is assuming the furniture vendor will be contracted directly with CalHFA. The architectural firm will provide coordination with the furniture vendor for all the furniture needs, layout and finishes. Does this align with CalHFA's assumptions as well?

A: Open to reviewing proposed options from vendors in proposals.

17. Does CalHFA have finish/branding standards they would like to use, or should we assume all new finish development?

A: CalHFA has branding colors that could influence or complement the space, but it doesn't need to be a central design focus/style guide. The intent is to keep the space on the neutral end.

Task 3 (page 5)

18. Are physical finish boards required or electronic files?

A: Physical finish boards are preferred.

19. Will there be a need or want for 3D renderings?

A: No.

Task 6 (page 6)

20. How many General Contractors are expected to bid?

A: Unknown.

21. Will FF&E be going out to bid?

A: See answer to question 15.

22. Page 3, Section 3 Scope of Work - What is the anticipated maximum occupancy of the room? Are there specific probably meeting configurations you can elaborate on? Will this involve a dais?

A: All-Staff meetings, training, and board meetings. A 16-person dais is needed for Board Meeting set up with additional presenter and admin desks/tables. Occupancy would be preferred at the max allowed for the space.

23. Page 5, Task 4 DD - Is it your intent that the architect carries Structural, Mechanical, Electrical and Fire Protection, or will CalHFA contract with those disciplines separately?

A: CalHFA will contract with those disciplines separately.

24. Page 5, Task 4 DD - Is it your intent that the architect carries the AV/IT designers, or will CalHFA contract with those vendors separately?

A: Yes, our intent is for the architect to include the AV/IT designers as part of their proposal. We are looking for a comprehensive approach that outlines and implements the AV/IT needs for the new space. The proposal should address technologies that can integrate with existing CalHFA IT systems or offer viable options for future integration. Because long-term support will ultimately fall to CalHFA, it is important that any proposed solution aligns with our internal support capabilities and standards.

25. Page 5, Task 4 DD - Is it your intent that an acoustical engineer be involved in the project? If so, is it your intent that the architect carries that consultant, or will CalHFA contract with that consultant separately?

A: Yes, the architect should carry the acoustical engineer consultant so that the design and delivery is a comprehensive package.

26. Page 6, Task 5 CD & Permitting - Will these improvements require permitting through Cal Fire, or solely through City of Sacramento Building and Fire Departments?

A: Only City of Sacramento Building and Fire permits should be required for this general use meeting space.