

**RFI RESPONSES (10/27/2022) FOR
THE
RFQ FOR ARCHITECTURAL SERVICES; NEW
CONSTRUCTION, MULTIFAMILY RENOVATION,
ADAPTIVE REUSE, ALAMEDA HOUSING AUTHORITY
OFFICE AND MAINTENANCE GARAGE CONVERSION AND
HOTEL CONVERSION ISSUED: 9/19/2022**

Questions	Responses
RFI# 1	
General RFQ Questions	
Questions having to do with the general RFQ information (not scope specific).	
1. At the site visit, on October 7th, it was stated that this is an RFQ to be on AHA's list of preapproved architects and not meant to award projects to firms? Please confirm.	This RFQ is meant to serve (2) purposes, 1) qualify firms for all scopes listed in the RFQ; 2) Serve as entry level negotiations with highest qualifying firms for work under each scope. AHA expects to award for the Scope #1: 701 Atlantic Ave. Office and Garage Conversion, Scope #2 - 1628 Webster Hotel Conversion, and Scope # 4: New Construction early design on 2615 Eagle Street are expected to be contracted immediately.
2. At the site visit on October 7th, Joseph Nagel mentioned AHA was only looking for the fee for Scope 1 (Maintenance Garage Conversion), however the RFQ requests a fee estimate for the 5 scopes presented. Please clarify if pricing is only required for this Scope 1.	AHA requests pricing for scope # 1, Maintenance Garage Conversion, by the November 14 due date. Estimated fee pricing is requested for all scopes, however, as this direction is arriving late, fee pricing for scopes 2-4 may be provided on November 30. The estimated pricing is to quick-start negotiations with the highest ranking qualified vendors for some of the more urgent tasks.
3. Item 5.1.B "Proposed Approach" notes the Architect must have the ability to commence work within 30 calendar days of being awarded/accepting a contract and be able to complete the work no later than 98 calendar days after commencing the work. This seems	This time frame is intended for scope # 1, Maintenance Garage Conversion, only. Details for the remaining scopes will be determined when the RFP's for those specific scopes are issued.

acceptable for some scopes, but unrealistic for others. Please clarify.	
Questions Regarding Scope 1 - 701 Atlantic Ave - Maintenance Garage Conversion	
1. Please confirm if there will be a HUD component to this scope.	No HUD architecture or construction management review is expected in these scopes.
2. Scope 1 - Maintenance/Office T.I.	
a. Scope seems to be limited to interior and minor building envelope work. Can we assume no site work (civil or landscape) is required?	We assume the conversion to be limited to the existing building and no civil or landscape will be needed.
b. Regarding item 3, can AHA clarify if building contains asbestos or hazardous materials?	This building was built after 1978
c. Regarding item 3, can AHA provide any as-built drawings of this site/building for review and reference?	Yes.
d. Regarding item 4, Fire Alarm/Fire Sprinkler revisions are typically a design-build process under the General Contractor for a project of this nature. Please confirm if the Architect should contract with a Fire design consultant or if this will be under the General Contractor.	Generally, sprinklers would be a design build separate permit, and contracted under the General Contractor. However, architectural and MEP coordination would be required.
e. Regarding item 4, IT, Security and Solar are typically contracted under the Owner for a project of this nature. Please confirm if the Architect should contract with these designers or if they will be under the Owner.	Generally, security and solar would be contracted under the General Contractor and may require a design build separate permit. However, architectural and MEP coordination would be required.
f. Regarding item 5, we are assuming that our scope of services will extend from Design Development through Construction Administration (including Bidding Assistance). Please confirm.	Yes.
g. Regarding item 8, Construction Administration (CA): CA is noted for an 18 month construction period (page 38 of 64). However, construction duration is noted as 6 months in Dahlin exhibits. Please confirm estimated CA duration.	18 months is expected for the Maintenance Garage Conversion. 5 years applies to the amount of time a prequalification is in effect for the remaining scopes.

ii. (Item 1) Scope notes that we are to attend progress meetings and shall visit each project site at intervals appropriate to the stage in construction. Please confirm there is only one site.	Each scope of work represents a separate property/project site.
iii. (Item 9) Are we to provide evaluation of the application for payment within 5 or 3 business days of receipt (scope indicates both)?	Five business days is satisfactory (this is assuming that a draft pay is approved by site walk, etc.) prior to a bank draw meeting.
h. At the site visit on October 7th, Joseph Nagel mentioned a scope of work related to the attached wood fence on the site. Please clarify what work is desired at the wood fence, if any.	Currently - re-clad and paint.

RFI #2

Questions:

1. For consideration of staffing and fee estimates, can AHA forward the proposed start date for each project?	Scope #1 Maintenance garage Conversion, Scope #2 Webster St. Hotel conversion, Scope #3 2615 Eagle we expect a first quarter 2023 start date. The remaining scopes are TBD.
2. Scope 1 - 701 Atlantic Ave (AHA Office & Maintenance Garage Conversion)	
a. Are As-Built drawings available?	Yes.
b. Are existing drawings available in CAD?	No.
c. Can we assume no planning submittal or approvals will be required?	No. Please assume planning submittals or approvals may be required
d. Can we assume landscape architectural services will not be required?	Yes. No landscape services anticipated.
3. Scope 2 – 1628 Webster (Hotel Conversion)	
a. Will there be a site walk prior to the RFP submittal?	Not at this time. However, final pricing will be based on a site walk, if a vendor is qualified and selected to negotiate a final proposal.
b. Are As-Built drawings available?	Yes.
c. Are existing drawings in CAD available?	No.
d. Has a Physical Needs Assessment been prepared recently? If so, can it be made available?	Yes.

e. Can we assume no planning submittal or approvals will be required?	Yes, please assume this at this time.
f. The RFP indicates a project cost of \$15,295,000 and a construction period of 4 months. The stated project cost implies a scope of work that cannot be completed in 4 months. Can some clarification be provided?	Please review the scope carefully and deduct the \$13,700,000 of acquisition. This is a light renovation only.
g. Are all 50 rooms to be converted to be SRO or combining of existing rooms to create suites?	SRO
h. Is this conversion to be a specific typology (supportive housing, co-living, etc.)?	This property will be independent living, not age-restricted, with a supportive housing component.
4. Scope 3 – 460 Buena Vista Ave (China Clipper)	
a. Will there be a site walk prior to the RFP submittal?	Yes
b. How many units are on the property and to be renovated?	26 Units
c. Are As-Built drawings available?	Yes
d. Are existing drawings in CAD available?	No.
e. Has a Physical Needs Assessment been prepared recently? If so, can it be made available?	Yes
f. Can we assume no planning submittal or approvals will be required?	Yes.
g. The RFP indicates that the duration of construction will be 60 months. Is this correct? If so, can the expectation for efforts required of the architect over this timeframe be clarified?	This is an error. The 60 month duration refers to the duration of prequalification of services. The actual construction period is likely to be 12-15 months.
5. Scope 4 – 2615 Eagle Ave (Tilden Commons)	
a. Can you clarify “projects that effectively incorporate elements of 1850-1930 style architecture”?	We anticipate the design of the project at 2615 Eagle Ave. will need to be appropriate and consistent with the existing architecture of the surrounding neighborhood. We expect the architecture to review typical architectural features in the immediate neighborhood and to echo and incorporate those in the design.
b. Does the Fact Sheet for Tilden Commons available on the AHA website accurately represent the site for this project?	Yes.

6. We assume all housing projects will require TCAC standards.	Scope #1 Maintenance garage Conversion- Not required (Office Building). We assume the remaining scopes would be required to comply.
7. We plan to include the following in our fee proposal:	
Architect	
Structural Engineer	
Mechanical Engineer	
Plumbing Engineer	
Electrical Engineer	
Landscape Architect	
Can we assume AHA will contract directly for the following if required?	
Civil Engineer	You may assume that AHA will contract this for now, but that may change in the future.
Soils Engineer	Yes
Waterproofing Consultant	No, this should be under the architect
Energy Consultant (Beyond Title 24)	Yes
Acoustical Engineer	If needed, yes.
Cost Estimator	Yes
RFI# 3	
Alameda Housing Authority Pool Questions	
1. Please elaborate how architects will be selected for the 5 scopes/projects. Page 4, paragraph 6 of the RFQ states that AHA will create a pool of one or more qualified consultants. Will one architect be selected for all scopes/projects?	The selection process for AHA Consultants will remain the same for all projects listed in this RFQ. AHA expects multiple firms to be qualified for future work for the next five year period. The highest ranking vendors (potentially specializing in renovation or new construction) will move on to negotiations for specific scopes of work in this RFQ. If the most highly ranked vendor in each category cannot come to terms, the next will be invited to enter negotiations. Future work in the five year period will be sent to the qualified pool for proposals and the highest ranked proposals will be invited to enter into negotiations.
2. Should engineers/subconsultants be proposed?	Yes
3. When would any/all projects commence/what are the estimated schedules?	Scope #1 Maintenance garage Conversion, Scope #2 Webster St. Hotel conversion, Scope #3 2615 Eagle we expect a first quarter 2023 start date. The remaining scopes are TBD.

<p>4. This RFQ entails 5 scopes/projects described in Attachment D – Scopes of Services. Please clarify how we should express our interest in any or all of the projects. For example, should we explicitly state in a cover letter?</p>	<p>Yes, specifying interest in the cover letter is appropriate. We assume that all firms may not wish to present proposals for each scope of work due to the varied scopes. Please feel free to express your interest in any specific or all scopes listed in your response to this RFQ. Please note, expressing an interest now, in future scopes of work, is not a substitute for submitting responses to future RFP's. Please note pricing request above in question # 2</p>
<p>5. Page 11 of the RFQ, Part 5 – Qualifications and Experience: since there are several scopes/projects, are you requesting specific personnel resumes for each scope/project?</p>	<p>Since the scopes listed are varied, we assume that some firms may prefer to utilize the talents of different personnel, depending on the scope of work. Yes, we are requesting specific personnel resumes for each scope/project when the RFP responses are submitted.</p>
<p>6. Page 11 of the RFQ, Part 6 – Proposed Approach: please clarify how we should respond if we are interested in any/all projects/scopes. Are you requesting a unique approach response for each scope/project?</p>	<p>Yes. This approach does not need to be exhaustive. One-two paragraphs is sufficient and there may be overlap in approach between the different project scopes.</p>
<p>7. Are there as built or record drawings available for the renovation projects?</p>	<p>Yes.</p>
<p>8. Are there capital needs assessments and accessibility (ADA/CBC) surveys for the renovation projects?</p>	<p>Yes.</p>
<p>9. Will it be within the scope of the residential renovation project proposals to provide capital/physical needs assessments and accessibility surveys?</p>	<p>No.</p>
<p>10. Will state tax credit financing be involved triggering requirements for mobility and communication accessible units beyond minimum building code requirements?</p>	<p>You should assume that this answer is 'yes' for Scope 2, and 4 (it is a significant part of the construction budget in Scope 2)</p>
<p>11. Will there be any funding triggering all-electric buildings?</p>	<p>The City of Alameda requires all new construction to be all-electric. Renovations should not be assumed to be all-electric, although this may be evaluated for #3.</p>
<p>12. Does the Alameda Housing Authority have sustainability or energy conservation goals or requirements beyond the minimum requirements of the state building code?</p>	<p>Yes, Scope 2, 3, and 4 should assume to meet the TCAC and CDLAC energy efficiency and/or renewable requirements. As owners, we are always interested in utility reduction, sustainability, clean materials, and renewables.</p>

13. Has the City imposed any alteration requirements like fire & life safety improvements?	Not expected
14. Are resident relocations anticipated for the renovation work?	That is TBD for each project and will depend on the intrusive nature and extent of the renovations. The renovations are anticipated to be 'rolling rehab' with limited (5-10 day) relocations.
15. What level of resident engagement for programming renovation work is anticipated/ like design workshops or sessions?	For 2, 3, and 4 - AHA expects to engage the residents and neighborhood, either in person or via our newsletter/website. Particularly #4 will involve the need for collateral and studies for some feedback and outreach. We do not anticipate that this is much more than adding color or 'feel' annotations to standard site plans and elevations.
16. Will additional common-use spaces be added to the renovation projects?	None expected
17. What level of exterior alterations are anticipated at the renovation projects?	Scope #1- Frame-In Garage door area and adding new windows at new office space. Scope #2- Minimal to None (new paint and signage) Scope #3- Property has exterior elevated walkways that may require renovation to meet current code.
18. Please provide the current and future unit counts and unit type mixes desired for all the residential projects.	Scope #2- 1628 Webster St. Hotel Conversion (48 studios, 2 one bedrooms) Scope #3- 460 Buena Vista Ave. (26 units) Scope #4- 40-50 New apartment units, min. 25% two bedrooms, 25% three bedrooms, rest a mix of 0, 1, 2
1628 Webster Street –	
a. Please clarify the intended final use of the renovated building. Will the building become single room occupancy rentals with shared kitchens for resident use? Will the sleeping rooms become studios with full kitchens for residents to cook inside their dwelling units? Will the building become supportive or transitional housing with onsite resident services including communal food services in a large dining room. Please clarify what common-use	This is an extended stay motel, pre-wired for cook tops. The existing studios are move-in ready except for appliances and the need to adapt a few extra for full accessibility. No shared kitchens. No communal food services. There is likely to be zero changes to the existing warming kitchen, dining area, and small conference space at the existing hotel.

spaces and rooms are needed for residents in a renovated building.	
b. Will the jacuzzi be removed?	Yes.
c. The Alameda Adaptive Reuse Costs provided indicates costs for Acquisition Improvements of \$13.7 million. Is this amount for property acquisition costs alone, and if not, what physical improvements are anticipated to be covered by this amount?	Please review the scope carefully and deduct the \$13,700,000 of acquisition. This is a light renovation only - less than \$1.5 million.
20. 460 Buena Vista Avenue – Is there a seismic evaluation of the existing structure including evaluation for the potential of a soft story condition?	There is not.

RFI# 4

General Questions:

1. Page 10, 4.0 Proposal Format. Part 1 and 2 reference attachment A and B as one-page forms, however, are presented as two page forms in the RFQ. Please confirm we should include both pages of each attachment.	Please provide both pages.
2. Page 13, Part 11 – Is the deadline to complete the Conflict-of-Interest form also November 14th by 4PM	Yes, complete before 11/14/2022 4 P.M. Annual re-certification is required.
3. Page 31 – Attachment B, Item B. It states “No Proposal” is not allowed for any item. If we are not proposing on one of the scopes, what should we include in the last column?	This section contains an error. Please put "No Proposal" for any item. If the vendor wishes to be considered only for future projects, it is possible to put "No Proposal" on all of these items and still be considered for the qualifications pool.
4. Page 31 – Attachment B, Item C. It references the table as an “example pricing table below” however the top of the page references using filling out this form completely. Could you please clarify if we are filling in the last	Please see the response above.

column only or to provide a different pricing table?	
5. Page 31 – Attachment B, Item C. Understanding that part of the scope of services includes identifying the necessary consultants, can you confirm the fixed fee table is to only include architectural services, not consultant services?	Please include all
6. Page 32 – D. Annual Inflation - With the current economy and inflation at a record high, can we provide a variable rate that equates to the CPI?	Please put the inflation that you are achieving in current signed contracts for a multi-year scope unless you plan to use the 2022 CPI for the next five years.
Scope 1: 701 Atlantic Ave Office + Maintenance Garage Conversion pg. 37-53	
7. Does the client have as-built survey of the space?	Yes.
8. Will field verification work be included in the architect's scope of work?	We expect that construction oversight will include some field verification, for instance of ADA measurements.
9. Does AHA have standard finishes they will use for the space? (I.e., Would you like us to match finishes in your existing facility, or would you like us to provide full interior design as part of the scope of work?)	We will provide standard finishes or select from standard catalogues.
10. Eighteen months seems very long for CA on this job. Is there a phasing plan that can be provided to better understand the demo and office build out schedule?	Not at this time.
Scope 2: 1628 Webster St. Hotel Conversion pg. 54-57	
11. Please confirm project goals are to convert guest rooms to residential unit 1:1.	Yes.
12. Will AHA require any services from the Design Team for community outreach?	There will be very limited need for generating standard materials (colored site plan, colored elevation for new exterior paint). A small parklet is envisioned - so a 'feel' document might be created with photos of what kinds of furnishings/planters/fencing might be used.
13. Is the Adaptive Use Costs table included intended to represent 1) a maximum project cost or 2) for information only.	It is our estimate. This is a very limited renovation.

14. Will AHA impose any 1) private or 2) shared/common open space?	Please see the comment regarding a parklet which would be for common use. No private open space is contemplated.
15. Page 55 references “medical gases.” Are there any specific program elements that AHA can define at this time as it relates to medical uses or support?	This is N/A for all (5) scopes. Please disregard.
16. Should the project reserve any ground level spaces reserved for other retail/commercial use?	We anticipate no changes to the current (2) ground level commercial spaces.
Scope 4: New Construction – 2615 Eagle Street, Alameda, CA pg. 62-65	
17. Would AHA consider exploring using modular construction or other prefabricated delivery means for this project or looking to stick to site-built construction?	We would be open to exploring this as an option, but we do not anticipate it being cost effective.
18. Will this project be pursuing a GreenPoint Rating or LEED Certification? If yes, is there a certain level that must be achieved?	Yes. Gold.
19. Will the drawings and specifications go through a 3rd Party Peer Review process?	Not anticipated at this time.
20. Will there be a Construction Manager during Construction?	Yes.
21. Will there be a Contractor on board for Pre-construction services?	Yes.
22. Are the Value Engineering and constructability discussions noted in Item 7 part of the design process?	Yes, AHA engages a contractor early to have these discussions early.
23. Is this Design Bid Build or a Negotiated Bid?	The general contractor will be selected via an RFQ and negotiated price.
24. Item 5 lists work done by consultants. Please confirm whether consultant fees are to be included in our proposal.	Yes.
Scope 5: Any Architectural or Design Services for any AHA/ICD/AAHC Owned Businesses, as necessary. Pg 66 of pdf	
25. Could AHA clarify scope of work for Scope 5?	Since we have a varied portfolio of existing properties, we are also trying to pre-qualify as many architectural and design firms as possible for unforeseen services that may be necessary over the next 5 years. We hope to qualify architects to receive requests for proposals as they arise. We also have the need for ad-hoc services that may be small scale, so a group of qualified practitioners are especially useful.

RFI# 5	
1. On page 59/105 #8: construction period is 60 months. This seems very long, was this time frame maybe meant to be 16 months?	18 months is expected for the Maintenance Garage Conversion. 5 years applies to the amount of time a prequalification is in effect for the remaining scopes.
2. Are any of the attachments/forms also required by subconsultants?	Yes.
RFI# 6	
1. Please confirm if we should propose Civil, Cost Estimator and Geotech consultants with fees?	We do not anticipate the need for Civil or Geotechnical services for scope #1 at this time The remaining scopes are TBD
2. Are you able to send out a list of all parties that attended the walk?	Not at this time.
3. Please confirm if the maintenance bay project is design-build	The only design-build anticipated at this time would fall under the GC scope
RFI# 7	
I just wanted to confirm that qualifications are due on October 14, 2022, by 4:00pm for solicitation # 09192022 - New Construction, Multifamily Renovation, Adaptive Reuse, Alameda Housing Authority Office and Maintenance Garage Conversion and Hotel Conversion? ?	November 14. 2022 by 4:00 p.m.
Can you also tell me if there is a preliminary estimate, cost or budget with the project	Only scope #2 has a preliminary estimate.
Can you also tell me if this for future construction or is it only to have a "pool" of consultants available?	Both.
RFI# 8	
For Scope 5, do you have an idea of what these services may entail?	Since we have a varied portfolio of existing properties, we are also trying to pre-qualify as many architectural and design firms as possible for unforeseen services that may be necessary over the next 5 years. We hope to qualify architects to receive requests for proposals as they arise. We also have the need for ad-hoc services that may be small scale, so a group of qualified practitioners are especially useful.

RFI# 9

1. Attachment E – the Sample AHA Contract, how do we place this in the proposal or how do we acknowledge it?	The contract was provided because awarded contracts will only be executed on the AHA's form. There is no need to acknowledge the contract. It does not need to be signed at the 11/14/22 submittal deadline.
2. For Scope 4 – do we need to provide Exhibit D, Form HUD 5370-C?	This part of the standard AHA contract was provided because awarded contracts will only be executed on the AHA's form, including this attachment. There is no need to acknowledge the contract. It does not need to be signed at the 11/14/22 submittal deadline.
3. Is Exhibit E resumes only for the architect's team members? Do we include the resumes in Part 5?	P. 24, the word 'resumes' refers to the verb, not the noun. Yes, staff resumes should be included in Part 5.
4. Is Exhibit F resumes for the consultant's team members? If we have not selected any consultants for this project, do we need to include their resumes?	Exhibit F is an attachment to the standard AHA contract and is submitted for reference only.
5. Attachment B, does the Proposer Fixed Fee include Architectural and Engineering fees or just architectural?	Architectural
6. Do we need to submit a fee proposal from the consultants? Or can we just estimate what their fees might be based on similar projects?	Submitting an estimate of fees will be sufficient.

The following questions are for Scope 4:

1. Can you confirm Zone to be R4.	According to the City of Alameda zoning Map this parcel is R-4. The new Housing Element will implement changes to this zone in 2023.
2. What is the FAR?	Please review the zoning code, as proposed in the Housing Element changes https://www.alameda2040.org/housing
3. What are the parking requirements for 100% Affordable Projects?	Please review the zoning code, as proposed in the Housing Element changes https://www.alameda2040.org/housing
4. Any design guidelines for street edge along Tilden Way?	Please review the objective design review standards. https://www.alamedaca.gov/Departments/Planning-Building-and-Transportation/Planning-Division
5. Any incentives and/or waivers for this site/project?	This project is expected to be entitled under AB 2162 and to receive a density bonus.
6. Can we include a conceptual plan under Part 10?	Yes

RFI #10

There is some sensitivity to the style of the architecture for the Tilden Commons Project? Is that because of the neighborhood it is located in?

Yes. This is an older neighborhood with very little new buildings. The City of Alameda highly values its traditional architectural character.