

**ALASKA DEPARTMENT OF FAMILY & COMMUNITY SERVICES
FMS FACILITIES**

SMALL PROCUREMENT DOCUMENTS

For Construction Related Professional Services – RFP, Proposal & Award per
AS 36.30.320 and 2 AAC 12.40

ADDENDUM NUMBER 1

Project Title: Court Plaza Building Floor Renovations and Upgrades	Contracting Agency: Alaska Department of Family and Community Services (DFCS), Direct Support Services Division, Facilities section
Project Number(s): 2626005 RFP #: 2626005	fcs.facilities@alaska.gov
Project Site (City, Village, etc.): Juneau, AK	Phone: 907-465-1465
Agency Contact: Jose R Torres, Facility Manager I	

The RFP Package is hereby clarified or changed as follows:

1. The Scope of Professional services has been changed from “may include” to “Services include but, are not limited to”
2. The Architectural design bullet under the “SCOPE OF PROFESSIONAL SERVICES” section list of services listed has been changed from “Architectural design” to “Architectural design and Structural engineering and code design review”
3. The Construction documentation bullet under the "SCOPE OF PROFESSIONAL SERVICES" section list of services listed has been changed from “Construction Documentation” to “Development of the Plan Specifications and Cost Estimate for bidding”
4. The Construction administration bullet under the “SCOPE OF PROFESSIONAL SERVICES” section list of services listed has been changed from “Construction administration” to “Architect shall provide Construction Administration Services, including design support during construction, review of submittals, evaluation and response to RFIs and change order requests, and guidance to maintain alignment with the design intent”
5. The Technical specifications bullet under the “Deliverables” section has been changed from “Technical specifications” to “Specifications shall be provided in the current CSI MasterFormat (50-Division) structure. All sections shall follow standard CSI formatting conventions and be organized accordingly”
6. The Standards, Guidelines, References, and software listed under “ADMINISTRATIVE REQUIREMENTS” section has been changed from “adopted by DFCS” to “DFCS is utilizing the AKDOT&PF standards”
7. The Standard software programs used by AKDOT&PF include, but are not limited to listed under “ADMINISTRATIVE REQUIREMENTS” section has been changed from listing seven (7) softwares to listing two (2) softwares: AutoCAD Civil 3D 2024 and Microsoft Office Suite: Word, Excel, PowerPoint, Project

8. The most current version of AutoCAD paragraph has been changed from “DOT&PF’s C3D template file” to “AKDOT&PF’s C3D template file, provided by Agency Contact, as needed”

9. The option of “A price estimate is required with your proposal” under the **PROPOSAL FORMAT** section is changed to “A Price Estimate is NOT required with your proposal”

10. The last four digits for the phone number listed for The Agency Contact under “Contract Award & Notice to Proceed” section is changed from 1275 to 1465

11. The “DESIGN PHASE DELIVERABLES” under the “DESIGN PHASE DELIVERABLES” is changed from 30%, 60%, 90% and, 100% to 45%, 95% and, 100%

45% Deliverables – Preliminary Design Package

The Consultant shall provide a 45% design submittal that include but not limited to:

- Preliminary basis of design (BOD)
- Preliminary site analysis / existing conditions assessment
- 45% drawings (floor plans, site plans, key sections, major systems layouts)
- Preliminary code review and permitting strategy
- Preliminary engineering narratives (structural, mechanical, electrical, civil)
- Preliminary project schedule
- Design assumptions, constraints, and unresolved issues
- Risk items and value-engineering opportunities
- Stakeholder review meeting and comment log

95% Deliverables – Near-Final Design Package

The Consultant shall provide a 95% design submittal that includes but not limited to:

- Fully developed design documents, 95% complete
- Updated basis of design
- 95% drawings: plans, sections, elevations, details, system diagrams
- Near-final technical specifications (CSI format or owner standard)
- Final code review and permitting documents
- Updated engineering calculations and system sizing
- Updated project schedule
- Updated cost estimate (Class B or equivalent)

- Constructability review comments resolved or marked for discussion
 - Value engineering updates
 - Quality control/quality assurance (QA/QC) documentation
 - Response matrix showing how 45% comments were addressed
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100% Deliverables – Final Design Package (Issue for Bid/Construction)

The Consultant shall provide a 100% design package that includes but not limited to:

- Final stamped drawings and specifications
- Complete IFC/IFB bid package (Divisions 00 and 01 included if required)
- Final engineering calculations and system designs
- Final project schedule
- Final cost estimate (Class A or equivalent)
- Permit-ready documents and approvals (as applicable)
- Final QA/QC certification
- Final response-to-comments matrix (95% comments fully resolved)
- Digital files (PDF, native CAD/Revit, specs) in Owner-required format
- Any required appendices, reports, or supporting documentation

12. The addition of schematics to show current floor plan and desired floor plan

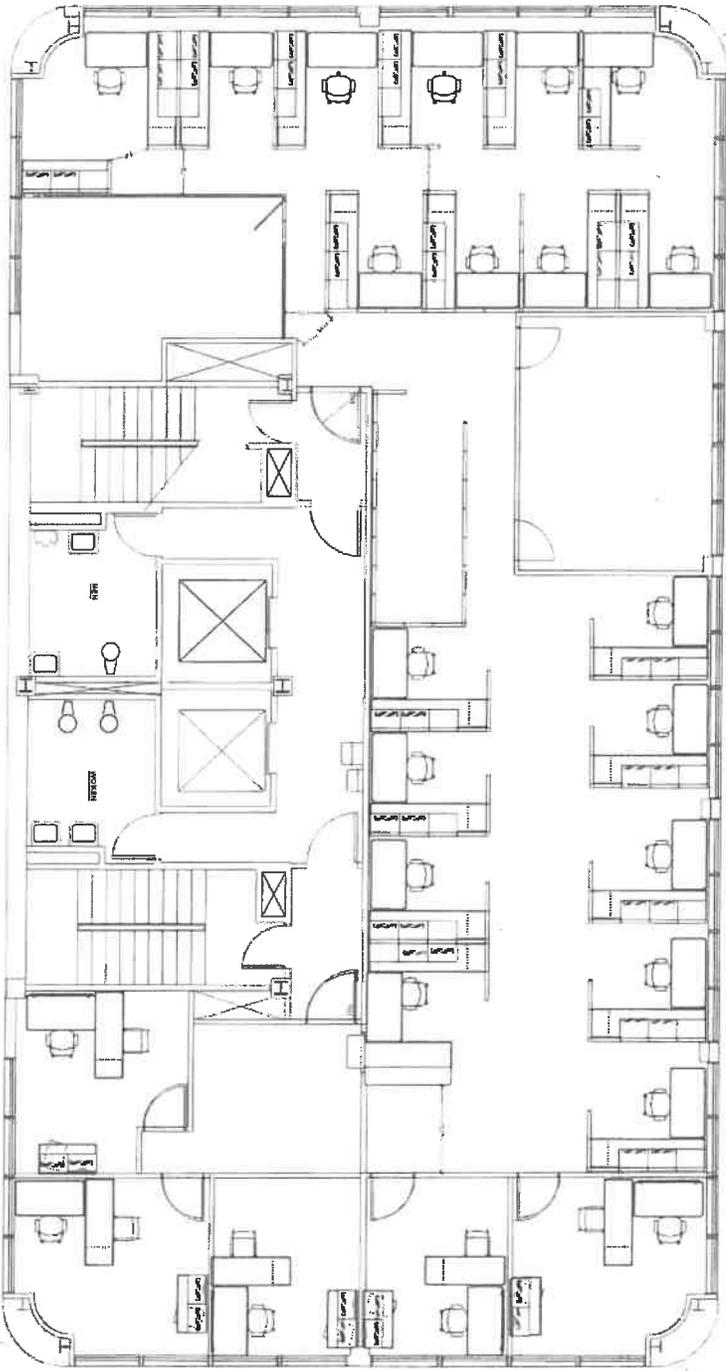
13. The state requires at least 2 working days to respond to inquiry (ies)

14. No change to questions due date. RFP questions remain due on Friday, April 3rd, 2026, at 3:00 p.m.

15. RFP proposal due date has changed from Tuesday, April 7th, 2026, at 3:00 p.m. to Friday, April 10th, 2026, at 3:00 p.m

OVERALL

- #1 around preexisting walls and ceiling. make conf room nervous
 - Neal walls
 - remove existing walls
 - New carpet
- ↳ have some on-hand ⇒ HOC MBG74



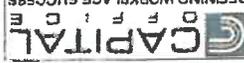
make into 4 offices

Current

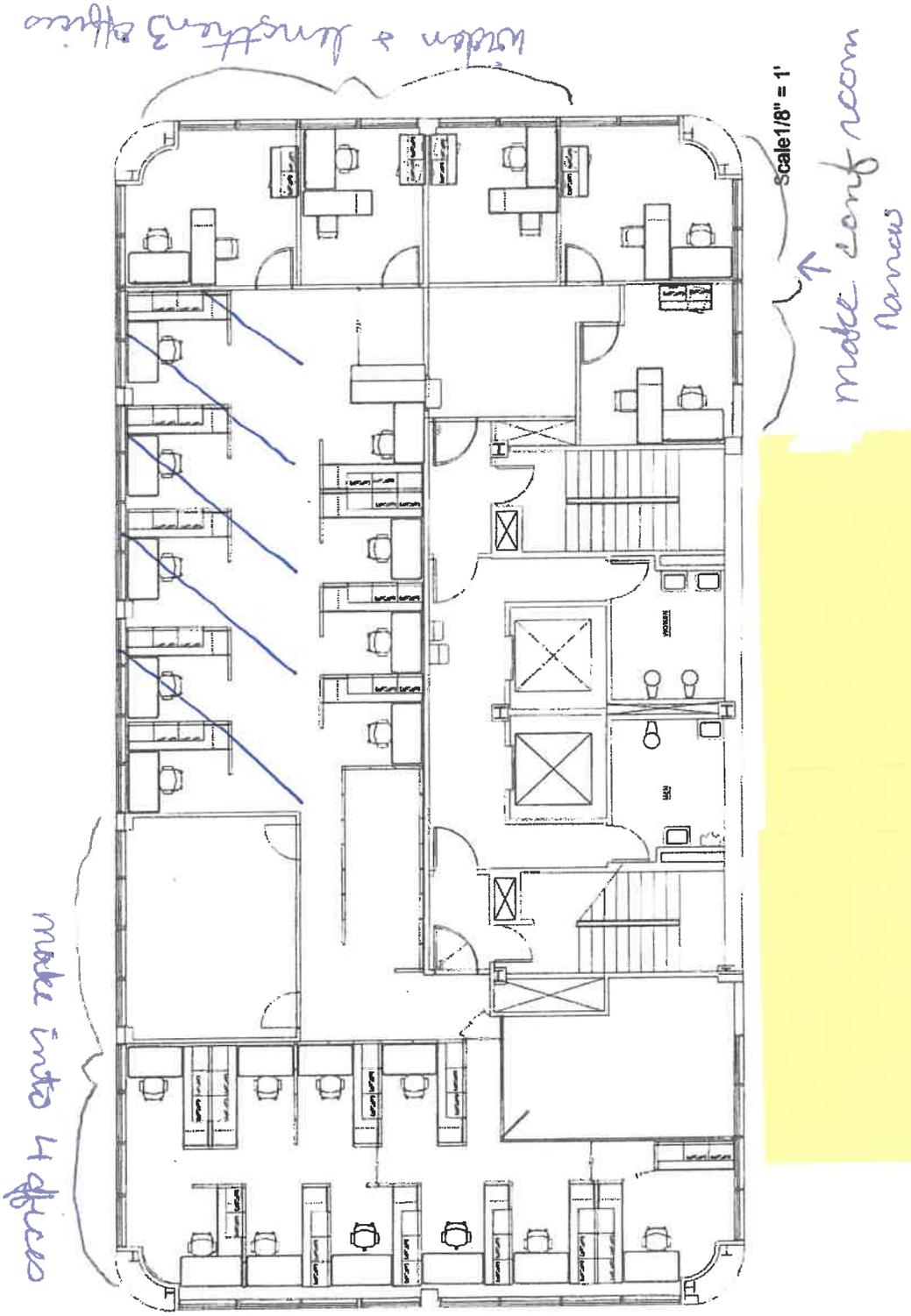
widen & lengthen 3 offices

Scale 1/8" = 1'

<p>SOA DOH 5TH FLOOR COURT PLAZA BLDG</p>	<p>REVISED</p>	 <p>CAPITAL OFFICE DEFINING WORKPLACE SUCCESS</p> <p>1120 E 35TH AVE ANCHORAGE, AK 99508 907-777-1500</p>
	<p>DATE: 4/20/13 DESIGNER: Jill Brasher WOODS/BUS CONSULTANTS: Terry K. Kender FILE NAME: 05/01/13 10:00 AM 05/01/13 10:00 AM</p>	
<p>SHEET NO. F-1</p>	<p>PROJECT PHASE</p>	

 DEFINING WORKPLACE SUCCESS 1120 E 35TH AVE ANCHORAGE, AK 99508 907-777-1500	DATE	4/4/2023
	DESIGNER	Jill Bueker
	WORKSPACE CONSULTANT	Tanya Krenzel
	FILE NAME	DOH 5TH FLOOR PLAZA BLDG
PROJECT PHASE		
REVISED		
DOH 5TH FLOOR COURT PLAZA BLDG		
SHEET NO.		F-1

PROPOSED



All other terms and conditions remain the same. End of Addendum 1

OVERALL