

**ADDENDUM #2**

**R-56**

**DICKSON MEMORIAL CHAPEL-ARCHITECTURAL SERVICES**

**MARCH 11, 2016**

- 1. We see there's a budget goal of \$100,000, with a potential of \$200,000 and a requirement to provide a scope of work with alternates that falls within that budget. We're assuming we'll be providing cost estimates with the Assessment report to prove-out the scope budget. Will any additional cost estimates be required during Phase II Construction Documentation?**

In Phase I the architect will be identifying all work that needs to be done and assigning an estimated cost. When the grant status is finalized, the scope of work may need to be adjusted accordingly. For example, if the architect identifies \$200,000 worth of work during the assessment, and only \$100,000 is available the architect will need to work with the City to adjust the scope and estimated construction cost to fall within the range. The City will work with the selected architect to determine the best way to present that information and make those determinations. If the architect chooses to prepare a base scope not-to-exceed \$100,000 and prioritized list of other work which can be added, that is an acceptable method.

- 2. Are there any CAD drawings of the Chapel available from the City of Salem, or is it up to the Architect to produce their own?**

Architects will need to produce their own drawings.

- 3. Has the building been tested for hazardous materials (asbestos, lead paint, etc.)? If so, is a report available?**

To our knowledge, the building has not been tested for hazardous materials.

- 4. How is the chapel currently used? Is it ever used or occupied for special events?**

The chapel is periodically used for memorial services, weddings, tours with the Friends of Greenlawn Cemetery and other small public neighborhood events (holiday illumination event).

- 5. Can you clarify:**

**“At least three (3) architectural restoration work samples that correlate with professional references. Please include brief samples of conservation assessments, reports and photo documentation of restoration work. City or Town/State, year project completed and a brief description of the project.”**

**Do you want copies of CAPS reports, preservation plans or completion reports? Excerpts? Are you looking for four copies of those? Could we give you pdf's on a CD?**

The City is looking for three (3) work samples that correlate with your references listed. Please submit a brief project description, to tell us about your role on the project, location of the project, year completed, associated photographs of the project. Excerpts or entire final reports, plans, or assessments that are associated with each project are acceptable. Proposers may submit this documentation in PDF form on a CD or flash drive with their proposal. If the proposer would like

provide a hardcopy of work samples instead, the City only requires one (1) copy to be submitted with your proposal.

6. **The Architect with assistance from the Assistant Director of Public Services and Friends of Greenlawn Cemetery Chair/co-chair will establish a scope of work with a base bid of \$100,000 with add-alternates not-to-exceed \$200,000.**

**Are those figures inclusive or exclusive of architectural/engineering fees?**

Inclusive.