



April 12, 2021

TO: Bidders on RFQ No. 21-016DPD
FROM: City of Dayton, Ohio
Division of Police
SUBJECT: **Addendum No. 1**

The City of Dayton has received questions relating to our Request for Qualifications ("R.F.Q.") No. 21-016DPD.

The following is a change and questions with answers for this R.F.Q. Please consider this document in preparation of your proposal response. In the answers of these questions the City of Dayton shall be noted as "City".

To ensure the integrity of the proposal process, a signed copy of this addendum notice should be included with any bid offered to the City of Dayton as a result of RFQ No. 21-016DPD.

(Print Name)

(Date)

(Signature)

(Company Name)



- 1. Would you please describe the nature of the project that the Dayton Police Department envisions and where it may be located?**
 - The City of Dayton has requested its Departments to submit proposals for projects to be scored (very similar to CDGB grant scoring process or annual requests for capital equipment and improvements. The Dayton Police Department (DPD) is seeking general consultants who can provide assistance on submitting a package proposal that can assist by providing advice in the area of design, construction costs (general) and scope. Since the proposal is in the “idea stage” and the approach is multi-departmental, DPD is seeking professional guidance in honing its response in order to increase the odds for a successful scoring of the proposal. In general terms, DPD is discussing the concept of firehouses, police/firehouse combos, police and fire academies combined with other city services. Specifically, the proposal would involve the IT department with major data center and disaster recovery center as well as the Dept of Youth and Recreational Services.

- 2. In order to assign hours to the project and develop a competitive bid based on hourly rates, it would be helpful if a more specific scope of services and expected deliverables could be created upon which all responding firms can base their hours. This will assure the City receives apples to apples bids for comparison and selection purposes. Could this information be provided?**
 - Please see response to Question 3.

- 3. Page 2(A): Would you please clarify the expected contract term period- is it intended to be 30 days?**
 - This is in response to 2 and 3. This Request For Qualifications is for short-term assistance from a firm that is experienced in large scale construction and design-build projects...specifically in the subject areas listed in the RFQ. It is short term (30 days) because the deadlines for proposals have a very short turn around for the departments. Since it is not pre-determined which project proposals will ultimately be approved, This RFQ has been issued to ensure that any firm that provides assistance or guidance in the in the preparation of various proposals is not precluded from bidding on finalized projects. I would suspect that the workload would include several meetings with city staff and with other professionals in the areas of design-build. Additionally, providing assistance in the final proposal would involve several meetings toward the end of the term.



- 4. Page 6, item 6: indicates the price component to be provided in a separate sealed document. Is the intent that this be a separate digital document, and not that a paper copy in a sealed envelope be delivered?**
- The City of Dayton is only accepting Digital bids/responses at this time for the foreseeable future. Please submit your responses to bids@daytonohio.gov. The proposal response should be one email that contains the document or documents- PDF preferable, required to provide the necessary information. A secondary or separate email shall contain a PDF document of the pricing information. This email will not be opened, nor shared, until the review of the proposals has taken place and have been evaluated to show the highest ranked response. Only that vendors pricing response will be opened so that the City and the vendor can begin negotiations.
 - The remaining pricing solutions will not be opened unless negotiations with the initial vendor are determined to be unsuccessful and the City moves on to the second highest scoring vendor. Then the negotiation process starts all over again.
 - If the City cannot come to agreement with a vendor and moves on to the next vendor to negotiate; the initial vendor is no longer deemed responsive and therefore the City cannot go back to that vendor.
- 5. How are we to give a total fee based on hours since we do not have full scope of what you are looking for to be developed in the 30-day period? Is it just costs are you expecting design models and solutions to be done in that time frame as well?**
- Please see answer to question 6.
- 6. Is there an underlying reason for the short-term of 30 days?**
- Please see answer to question 3.