

Addendum No.1

MONTEREY PENINSULA WATER MANAGEMENT DISTRICT

ADDENDUM NO. 1

TO

REQUEST FOR PROPOSALS

FOR ELECTRONIC DRAFTING SERVICES

GENERAL

This Addendum, dated February 22, 2023, includes 4 pages.

Scope

The following revisions are made to the Request for Proposals for the subject project.

Proposal Requirements, Price Proposal

PLEASE **DELETE**:

- ~~1. Tasks 1 through 4: The fee proposal shall be proposed as hourly rate by job function with a not-to-exceed (NTE) hour estimate for each task.
 - ~~a. The hourly rate shall be all-inclusive including all direct labor costs, fringe benefits, equipment, materials, travel, insurance, overhead, profit, and all other expenses the Consultant will incur providing Scope of Work.~~~~
- ~~2. Task 5: The cost to modify, update, and create drawings based on the hourly rates.~~

PLEASE **INSERT**:

- 1.1 Task 1: The fee proposal shall provide an hourly rate by job function with a not-to-exceed hour estimate for this task to **review existing AutoCAD library master drawings and proposed updates**.

Drawings and proposed updates are available in the Drawing Inventory on the RFP website [AutoCAD Support RFP | Monterey Peninsula Water Management District \(mpwmd.net\)](https://www.mpwmd.net).

- a. Task 1 is consultant time to review existing drawings and proposed updates in order for the Consultant to familiarize itself with our existing drawings and dwg files.
- b. We have approximately eight (8) dwg files, three (3) of which are complex and have many different layouts. We have approximately 40 drawings contained in the dwg files and several pdfs.
- c. The hourly rate shall be all-inclusive including all direct labor costs, fringe benefits, equipment, materials, travel, insurance, overhead, profit, and all other expenses the Consultant will incur providing Scope of Work.

- 1.2 Tasks 2 through 4: The fee proposal shall provide the hourly rate by job function and hour estimate for each task. The hour estimate is not binding.
 - a. Task 2 deliverable is an agreed-upon description of standards for future work.
 - b. Task 3 deliverable is the blocks/symbols and the Title Block.
 - i. We estimate 10 blocks.
 - c. Task 4 deliverable is a word document describing Task 2 standards and the Task 3 block inventory.
2. Task 5: Drawing creation/modification/update does not occur until Task 5. The price proposal is the hourly rate sheet. An hour estimate is not required because an estimate is not feasible until Tasks 1-4 are completed.
 - a. Regarding the total number of drawings/layouts, we estimate 13 drawings to be created, 7 drawings to be modified (significant changes), and 28 drawings to be updated with minor changes.

ADDITIONAL INFORMATON

Questions will be accepted until 5:00 p.m. on Wednesday March 15, 2023.

QUESTIONS AND RESPONSES

Item	Question	Answer	Date Received
1	What is your overall project budget for this?	We budgeted \$30,000 for Tasks 1 through 4 and as much of Task 5 as possible.	02/21/2023
2	Task 2 “Develop Drawing Standards” and Task 3 “Standards Libraries” are difficult to estimate without additional information. That is, depending upon your intended scope of work, these could require significant effort. Do you have an estimate of the number standard drawings and/or blocks that would be required?	<p>Task 1 will determine the scope of the remaining tasks. Task 1 is the only task that is requested to have a not-to-exceed estimate.</p> <ul style="list-style-type: none"> • Regarding the total number drawings/layouts we estimate 13 drawings to be created, 7 drawings to be modified (significant changes), and 28 drawings to be updated with minor changes. • Depending on the consultant recommendation, we expect to have 4 dwg files; each of the two sites would have one electrical and one for all other trades. Each dwg file would have multiple layouts. <p>Task 2 deliverable is a description of standards.</p> <p>Task 3 deliverables are blocks/symbols and a title block.</p> <ul style="list-style-type: none"> • For standard blocks estimate not-to-exceed 10. Examples can be found in the drawings on-line. <p>Task 5 creates/modifies/updates using existing drawings, including dwgs, to meet standards developed in Tasks 1-4.</p>	02/21/2023
4	Will you provide the Questions and your answers?	We will issue questions and answers by addendum. Addenda will be posted on the website and we will email those who have emailed us.	02/20/2023

Item	Question	Answer	Date Received
5	When are proposals due?	Proposals are due Wednesday March 22.	02/20/2023

End of Addendum 1