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**ADDENDUM 1**

To: All Interested Vendors

From: Araceli Hernandez, Formal Bid/ Buyer

Date: July 18, 2018

Subject: RFQ# 18-036, Professional Services for the Study of Project Needs of the Downtown Jail Facility

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**The following addenda has been issued to notify vendors of the responses to the following questions:**

1. What is El Paso County's budget for the Study?

**Response: The County's budget is not available at this time.**

2. Is the Study fully funded at this time?

**Response: Yes.**

3. From the RFQ's closing, what is El Paso County's target timeframe to complete a contract award?

**Response: The estimated award time is six to eight weeks from closing date of the RFQ.**

4. What progress has El Paso County made since this RFQ was issued in 2014 on its long-time goal to develop a current snapshot of, and to develop a long-term plan, for its jail population?

**Response: The County has not made any progress due to the previous study being cancelled.**

5. What conditions have changed, and/or what events have transpired that have resulted in this RFQ being re-issued again at this time?

**Response: The scope of work changed to include planning for the future needs, capacity and improvements of the facility not just the current conditions.**

6. Will the team awarded to perform the Study be precluded from award of the design?

**Response: At this time the request for qualifications is focused on the study not the design.**

7. Has there been a decision on holding of federal inmates?

**Response: No decision has been determined at this time regarding federal inmates.**

8. What written information | documents | studies are available to assist in preparing the best possible proposal?

**Response: The Texas Accessibility Standard Review Study was conducted January 2014. Study will be available for review to the awarded firm.**

9. In 2014 the county issued an RFQ similar to this one for a Jail Feasibility Study. Was this study performed? If so, will the results of the study be made available to the successful bidder of this current RFQ? If not, what are the reasons for not conducting the study?

**Response: The Texas Accessibility Standard Review Study was conducted January 2014. Study will be available for review to the awarded firm.**

10. What is the budget for this project?

**Response: The County's budget is not available at this time.**

11. Has the county set aside funding for this project and if so, how is it being funded? (i.e., through general funds, grant funds, etc.)

**Response: The County has allocated funds for this project.**

12. Who in the county will oversee this project? (i.e., sheriff, commissioner's court, county manager, auditor, etc.)

**Response: The County's Public Works Department.**

13. Item 2 of the RFQ's Scope of Work requires an evaluation of the jail's population by demographic group. Does the county want the consultant to include as a demographic group contracted inmates held for the federal government?

**Response: No decision has been determined as this time regarding federal inmates.**

14. The title of this RFQ is Professional Services for the Study Project Needs of the Downtown Jail Facility, but the Scope of Work included on pages 7 and 8 discuss the assessment of the "jail facilities". Can you please clarify whether the Scope of Work, in particular, Items 1, 4 and 5, are to include both jail facilities or just the downtown facility?

**Response: The study should take into account the population at both facilities, but assess primarily the downtown facility.**

15. Should Page 11 read "Master Schedule shall include" rather than "Master Schedule shall in"?

**Response: Yes**

16. Page 7, paragraph 3 states:

"The reports should include cost associated with remodeling or replacement of the current downtown detention facility, initial estimate of the cost of construction should be provided, as well as other options such as various site options and utilization recommendation regarding the two jail facilities in downtown and east El Paso"

- a. For the exploration of replacement options, how many different sites/locations do we need to anticipate
- b. For the exploration of new site(s), is the scope limited to test fits that acknowledge basic utility and zoning information? Alternatively, is the planning team expected to conduct a more detailed site analysis for each proposed site (traffic analysis, storm water management, public transportation, etc.)?
- c. In order to develop conceptual ideas for each option (renovation/expansion and replacement) we need to understand the programmatic space requirements. The information is useful in evaluating the deficiencies of the existing facility, defining the size of an addition, and determining the size of a new facility. The effort and duration associated with each varies by significant amount. We can determine space requirements in one of two ways:
  - Order-of-magnitude based on square foot per inmate for each departmental area. This is not as detailed and requires a larger margin of contingency, but, it serves the purpose for achieving a high-level determination of costs
  - Develop detailed operational and space programs which leads to a room-by-room space program and operational narratives. The space program identifies the total space required in a more detailed manner.

Please provide guidance on which approach better serves your needs for the purpose of this study.

**Response:**

- a. **The focus is not the number of sites, but viable alternate locations.**
- b. **Basic utility and zoning information – should be discussed if further analysis is required.**
- c. **Order-of-magnitude based on square foot per inmate for each departmental area.**

17. Page 8, #7. O&M portion:

Please clarify the expected components of the required O&M package.

**Response: The provider shall prepare a guideline O&M that is similar to in size & scope of other previous buildings they have performed. O&M shall include difference proposed by study to fully understand changes.**

18. Page 9, Project Schedule, Item "A" states:

"A maximum of 120 calendar days for preparation of preliminary reports, plans, and/or draft specifications for each task" Please confirm whether the selected team must complete entire effort within 120 days; or, the selected team has 120 days to complete each task.

**Response: The overall study shall be completed within 120 days but individual milestones shall be negotiated during scoping phase.**