



Sports & Exhibition Authority

When you have the time, Pittsburgh has the place.

Addendum #2 – Structural Engineering Services & Mechanical/Electrical/Plumbing
Engineering Services – DLLCC

January 16, 2024

1) Dates:

- a) Deadline for Submission of Proposals: 2:00pm on Friday, January 19, 2024
 - i) Proposals must be dropped off at the DLCC (East Lobby) prior to 2:00pm.
 - ii) Firms must submit separate proposals if intending to propose on more than one package.
 - (1) Package #1 – Structural Engineering Services
 - (2) Package #2 – Mechanical/Electrical/Plumbing Engineering Services

2) Additional Information:

- a) Contact information
 - i) SEA Procurement & M/WBE Specialist
 - (1) Alicia Matos
 - (a) Email: amatos@pgh-sea.com
 - (b) Phone: 412.393.7106

3) Questions:

- a) **The RFP on Page 5 (#3 – Fee Structure) has a bullet point regarding ‘Fee Proposals.’ To confirm, in addition to our proposal, are you looking for a fee proposal as well? Or just hourly rates and any expected expenses?**
 - i) *Proposals shall include hourly rates by job classification and anticipated expenses with how they are charged.*
- b) **Are we to provide budget numbers for the projects listed in Exhibit A or overall fees for personnel that would be involved?**
 - i) *Do not provide budget numbers for projects listed in Exhibit A. Proposals shall include hourly rates by job classification and anticipated expenses.*
- c) **For Exhibit D (Workforce Diversity Form), do we need sub-consultants to fill this out as well?**
 - i) *No.*

- d) **We have in-house Structural Engineers but are going to use an MBE Structural firm for our MEP submittal. Can we submit both under our firm or should the MBE Structural firm submit for this separately.**
 - i) *It is up to the proposer to determine how they would like to structure their proposal.*
- e) **Are concerns/comments related to the Sample Agreement to be provided as part of the proposal or submitted separately to the Property Manager?**
 - i) *Submit concerns/comments related to the Sample Agreement as part of your proposal.*
- f) **Do the required diversity forms, along with title page and section dividers count toward the 40 page limit.**
 - i) *Yes – your full proposal with all requirements should be double-sided printed and less than 20 sheets (40 pages) total.*
- g) **Do we complete Schedule A to Attachment A in the Sample Agreement or Schedule A in Exhibit C of the RFP?**
 - i) *Complete Schedule A found on Page 36; the completed MBE/WBE forms will become part of the contract documents for the selected firm(s).*
- h) **Is there any need for Architectural Engineering Services?**
 - i) *No – firms may provide pricing for Architectural Engineering Services if they feel it is appropriate for their team.*
- i) **If proposing for both packages, can we submit one MBE/WBE plan for both?**
 - i) *No – please submit an MBE/WBE plan with each package.*
- j) **Will the Authority be selecting more than one consultant for each package?**
 - i) *It is the Authority's intent to select only one consultant for each package.*
- k) **If we are an MBE firm, do we still need to pursue avenues for WBE participation?**
 - i) *Not necessarily, but you are encouraged to pursue additional WBE participation as you see fit for your proposal.*