

**STATE OF MINNESOTA  
DEPARTMENT OF MILITARY AFFAIRS  
ADDENDUM NO. 1, DATED June 5, 2024  
TO REQUEST FOR PROPOSALS**

**Request for Proposals for Designer Selection for (Project 24-12) Redevelopment of the Main Entry  
for Camp Ripley Training Center (CRTC),  
Little Falls, Minnesota  
(DMA Project No. 21107)**

**TO ALL PROSPECTIVE RESPONDERS:**

In this Addendum, changes to pre-existing Request For Proposal language will use ~~strike-through~~ for deletions and underlining for insertions

**A. THE FOLLOWING HAVE BEEN POSTED TO WEBSITE**

<http://minnesotanationalguard.ng.mil/requests-for-proposal>

- This Addendum No. 1, dated June 5, 2024

**B. THE FOLLOWING QUESTIONS WERE ASKED OF THE REQUEST FOR PROPOSALS (RFP). THE ITALICIZED RESPONSES ARE PROVIDED.**

1. In reading through the DMA Project No. 21107 RFP, I noted that “**Telecommunications and audio-visual/Low Voltage AV (Outside of Prime Firm)**” is called out as being a part of the Required Consulting Team. I don’t see any requirement for a Security consultant to be included as a part of the team. Is the Security scope of work going to be handled “by others” or is the exclusion an oversight in the RFP?

*ANSWER: Consultant will work with the owner’s Electronic Security Section (ESS) for the scope of work required to meet the access control requirements for the project.*

2. In the Project Planning Document Charrette Report, The Audio Visual Narrative (page 13-15) **seems** to be more of a Security narrative with the exception of *Communication, Connectivity, and Pathway Requirements*. Are the Security system descriptions there to inform of the required connectivity of the systems or to inform the proposers of systems that are to be designed by the proposers?

*ANSWER: Narrative informs the systems required for the access control point. Consultant will work with owner on connectivity systems within the project and what will be owner supplied.*

3. What is the expected frequency for the on-site construction observation inspection consultant?

*ANSWER: Fulltime onsite observation to be included for all underground utility work, along with any paving of curb and gutter, concrete pavements and bituminous pavements.*

4. Full time underground observation is noted as required. During what phase of construction will this be required?

**ANSWER: Construction Phase.**

5. Would the duration for this activity be from the start of any building, paving or underground utility earthwork until all backfill is 100% complete?

**ANSWER: Yes.**

6. Is this on site observation intended to be for reviewing soil quality and utility work?

**ANSWER: Yes.**

7. Does this contract provide special inspections (structural)?

**ANSWER: Construction testing consultant will be hired by owner. Design consultant shall develop the request for proposal (RFP).**

8. Is B3 required? The RFQ states both that it is and is not required.

**ANSWER: No.**

9. Is LEED Silver required? During the onsite visit, there seemed to be some conflicting opinions.

**ANSWER: Consultant shall effectively pursue and achieve a LEED silver certification for this project.**

10. Does Camp Ripley utilize a central gravity sewer system to tie the project into?

**ANSWER: Yes, this project will tie into the central gravity sewer system. it may require a lift station to connect to the gravity system, but the project will not have an independent septic system. the depth of the infrastructure in that area and exact placement of the gatehouse will be the determining factors.**

11. Has a physical security assessment been conducted?

**ANSWER: Yes, the access control point study will be provided to the awarding consultant.**

12. Who are the AHJs? Federal and/or local/state?

**ANSWER: State.**

13. Has any environmental permitting been identified? If so, has it been completed?

**ANSWER: No, environmental permit is a requirement of the consultant.**

14. Has a tree inventory been completed?

**ANSWER: No.**

15. Are there any watershed/stormwater management requirements for this project?

**ANSWER: Yes, MPCA "Construction General Stormwater Permit" and Minnesota stormwater manual.**

16. Are we to identify in our response who will provide our 3<sup>rd</sup> party review of CD's or simply make reference to use an entity that is outside our Team?

**ANSWER: Yes, identify consultant's 3<sup>rd</sup> party reviewer of construction drawings in proposal.**

**C. THE FOLLOWING ADDITIONAL INFORMATION IS HERBY PROVIDED.**

1. Attached is the Non-Mandatory Informational Meeting Sign-In Sheet from May 30, 2024.
2. Attached is the Military Construction Checklist – V10 (Subject to Change) that indicates required documentation submitted for each phase of design.

**-- END OF ADDENDUM NO. 1 --**

**THE ADJUTANT GENERAL  
DEPARTMENT OF MILITARY AFFAIRS  
STATE OF MINNESOTA**

## MEETING/CONFERENCE ATTENDANCE RECORD

<u>DATE</u> 4/30/2024		<u>TIME</u> 10:00 am
<u>TITLE OF MEETING/CONFERENCE</u> Non-Mandatory Project Site Tour		<u>PROJECT NO. &amp; TITLE</u> Consultant Services for Redevelopment of the Main Entry for Camp Ripley Training Center (CRTC), Little Falls, Minnesota (Project No. 21107)
<u>NAME (write legibly)</u>	<u>BUSINESS</u>	<u>TELEPHONE</u>
PAUL Kempson	CAMP RIPLEY - FMO	320.616.6163
JIGGS LEE	TRUE NOBYH CONSULTING GROUP	651-705-1250
RICK BUETT	MEAD & HUNT	720.250.6391
WKE GULBRAUNSON	Michael J. Burns Architects.	218-273-6620
Kevin Zachman	Zerrberg Architects	701 478 4758 763 232-5174
JERRY NEU	MSB / Husa Eng.	763-493-6696
Bryan Remer	SEH	320.266.6235
Cody Sankr	FMO	320-616-2626
JAY NIEDERTOUT	HGA	612-810-9448
Jennifer McGinnity	BTR	612-332-1234
Brett Sullivan	Victus Engineering	651-339-0523

DESIGN / PLANS SUBMITTAL APPROVAL CHECKLIST			
MILCON PN:		Project Name	
STATE PN:		Location	
FY (Project Book)		Program Type	

State POC
Name
Phone
Email:

Region II NGB Program POCs	
CFMO Support:	
NGB FME:	

NOTE:	Follow NG PAM 415-5, CHP 11-1 to 11-4 for Design Requirements
NOTE:	PROJECT BECOMES INITIATED UPON ISSUANCE OF DESIGN AUTHORIZATION MEMO, WHICH IS BASED ON AN APPROVED 1390/91
NOTE:	Links in left column will open doc library on Teams SharePoint site. Select Reload when prompted until CAC/PIN login appears

**PLEASE NOTE: CHECKLIST SUBJECT TO CHANGE**

PROJECT MANUAL	REQUIREMENTS BY SUBMITTAL
----------------	---------------------------

**Documents Required to Complete Phases**

PRIOR TO DESIGN AWARD	30%	60%	90%	100% Bid Final	Notes	Reference
-----------------------	-----	-----	-----	----------------	-------	-----------

**Links To Doc Library**

**TAB A - PROJECT FACILITY DESCRIPTION**

X = Initial Submittal O= Keep in electronic folder

<u>0</u>	A	IDA - RDA ON RECORD		X	X	X	X		
<u>1</u>	A	STATES TRANSMITTAL MEMO / SIGNED BY CFMO		X	X	X	X		NG Pam 415-5, 11-1, b
<u>2</u>	A	APPROVED 1390/91 w/ worksheets / ATTACHED	X	O	X	X	X		
<u>3</u>	A	PROJECT TITLE / NGB PROJ MILCON # (DD 1390/91)	X	X	O	O	O		NG Pam 415-5, 11-2
<u>4</u>	A	PROJECT SCOPE / EXPAND FROM DD 1390/91	X (IF NECESSARY)	O	O	O	O		NG Pam 415-5, 11-2
<u>5</u>	A	LIFE CYCLE COST ANALYSIS (mechanical, electrical)				X	O		NG Pam 415-5, C-3, a(1)(g)
<u>6</u>	A	PROJECT COST ESTIMATE: (85% of 1391 Total Construction Cost) + (15% of 1391 Total Construction Cost as Additive Bid Items) = 100% 1391 Construction Cost. (Note: Clearly annotate ABIs in drawings/spec.)		X	X	X	X		Identify non-federally supported items to be paid by other than federal funds
<u>7</u>	A	CERTIFICATE OF TITLE or LICENSE		X	O	O	O		NG Pam 415-5, PARA 8-2, -3
<u>8</u>	A	ENVIRONMENTAL NEPA DOCUMENTS		X	O	O	O		NG Pam 415-5, 5-2
<u>9</u>	A	MCCA (if state land) received	X	X	O	O	O		NGR 415-5, 5-6.1.(4) / -3.3
<u>10</u>	A	MEMO DECLARING STATE WILL AUTHORIZE USE OF FUNDS	(IF NECESSARY)	X	O	O	O		NG Pam 415-5, 3-3, d
<u>11</u>	A	FLOOD PLAIN ANALYSIS	(IF NECESSARY)	X	O	O	O		NG Pam 415-5, 5-2 /6-5,f
<u>12</u>	A	ARCHITECTURAL NARRATIVE / INTERIOR SPACE ASSOCIATION		X	O	O	O		NG Pam 415-5, 11-2, e
<u>13</u>	A	NUMBER OF OCCUPANTS / HRS OF OPERATION		X	O	O	O		NG Pam 415-5, 11-2
<u>14</u>	A	ARMS VAULT (IF APPLICABLE) ESS			X	O	O	1. No SQFT +/- from 1390/91 Drawing/Spec show construction requirements compliance 3. ESS Rough in	AR 190-11, Appendix G-1
<u>15</u>	A	ARCHITECTURAL TREATMENTS (interior)			X	O	O		
<u>16</u>	A	STRUCTURAL NARRATIVE		X	O	O	O		
<u>17</u>	A	MECHANICAL NARRATIVE		X	O	O	O		
<u>18</u>	A	ELECTRICAL NARRATIVE		X	O	O	O		
<u>19</u>	A	AUDIO VISUAL NARRATIVE		X	O	O	O		NG Pam 415-5, 11-2,e / 11-3.g
<u>20</u>	A	PLUMBING NARRATIVE		X	O	O	O		
<u>21</u>	A	FIRE PROTECTION NARRATIVE			X	O	O		
<u>22</u>	A	25 YEAR ROOF WARRANTY STATEMENT (specification)		X	X	O	O		NG DG 415-5, UFGS 07 22 00
<u>23</u>	A	WATER HEAD PRESSURE TEST / RESULTS		X	O	O	O		
<u>24</u>	A	FLOOR PLANS - ARCHITECTURAL / STRUCTURAL		X	O	O	O	No SQFT +/- from 1390/91 AUTHORIZATION for DH, GPWB, Vault, Supply	NG Pam 415-5, 11-2.f.(1).(d)
<u>25</u>	A	FLOOR PLANS W/ DIMENSIONS			X	O	O		NG Pam 415-5, 11-3.d.(4)
<u>26</u>	A	FLOOR PLANS - BUILDING SYSTEMS, UTILITY PLAN			X	O	O		NG Pam 415-5, 11-3.d.(6)
<u>27</u>	A	ARCHITECTURAL SECTIONS & ELEVATIONS			X	O	O		NG Pam 415-5, 11-3.d.(5)
<u>28</u>	A	OUTLINE SPECIFICATIONS			X	O	O		NG Pam 415-5, 11-3.e

<u>29</u>	A	DESIGN DATA									NG Pam 415-5, 11-3.g
<u>30</u>	A	LEED STATEMENT			X	O	O	O			
<u>31</u>	A	LEED CHECK LIST				X	O	O			
<u>32</u>	A	DD FORM 1354 - DRAFT (Must Have Before 60% Review)				X	O	O		1. 1354 Interim (@property acceptance) 2. Final (@project closeout + 593R)	NG Pam 415-5, APP-O, O25, O37, O43
<b>TAB B - PROJECT SITE DESCRIPTION</b>											
<u>33</u>	B	CIVIL NARRATIVE (SITE ANALYSIS)			X	O	O	O			NG Pam 415-5, 11-2.e and 11-3.g.(1)
<u>34</u>	B	ARCHITECTURAL TREATMENTS (exterior)			X	O	O	O			NG Pam 415-5, 11-2.f.(2).(e)
<u>35</u>	B	SHPO STATE HISTORICAL PRESERVATION OFFICE			X	O	O	O			NG Pam 415-5, 5-2
<u>36</u>	B	GEOTECH REPORT			X	O	O	O			NG Pam 415-5, 11-2,e
<u>37</u>	B	DECLARATION OF SOIL BEARING CAPACITY			X	O	O	O			
<u>38</u>	B	DECLARATION OF UNIFORMITY OF AREA SOIL CONDITIONS (<2000PSI soil bearing)	IF NECESSARY		X	O	O	O			
<u>39</u>	B	HAZMAT MATERIAL ISSUES / ABATEMENT	IF NECESSARY		X	O	O	O			
<u>40</u>	B	VICINITY SKETCH / LOCATION MAP (Links to AE Plans Folder in Tab A)			X						NG Pam 415-5, 11-2
<u>41</u>	B	SITE PLAN W/ PRIMARY AREAS LABELED (Links to AE Plans Folder in Tab A)			X						NG Pam 415-5, 11-2.f.(2).(c) and 11-3.d
<u>42</u>	B	UTILITY PLANS / FULL SITE (proposed and existing) - (Links to AE Plans Folder in Tab A)			X						NG Pam 415-5, 11-2.f.(2).(d) and 11-3.d.(2).(f)
<u>43</u>	B	LANDSCAPE PLANS / ATFP SITE PLAN (Links to AE Plans Folder in Tab A)				X	O	O			
<b>TAB C - DESIGN CRITERIA</b>											
<u>44</u>	C	PRIMARY FACILITY SPACE ANALYSIS COMPARISON			X	O	O	O		Auth, Designed, Delta, % Delta	
<u>45</u>	C	SUPPORTING FACILITY SPACE ANALYSIS COMPARISON	IF NECESSARY		X	O	O	O		Auth, Designed, Delta, % Delta	
<u>46</u>	C	ATFP STANDARDS REVIEW FROM STATE G3 ATFP OFFICER (Risk and Threat Assessment)			X	O	O	O			UFC 4-020-01/AR 190-11
<u>47</u>	C	ATFP CRITERIA - APPROVAL			X	O	O	O			NG Pam 415-5, 6-4
<u>48</u>	C	ESS / CRITERIA - APPROVAL OF G9 TECHNICAL REVIEWER (LETTER)			X	O	O	O			
<b>TAB D - CFMO STAFF/CFMO/A&amp;E COORDINATION</b>											
<u>49</u>	D	TIMELINE (PROJECT SCHEDULE)									
<u>50</u>	D	NGB FACILITY PROPONENT IDENTIFIED ON PLAN									
<u>51</u>	D	RESPONSES TO PREVIOUS NGB COMMENTS			X	X	X	X			NG Pam 415-5
<u>52</u>	D	PROPONENT AUTHORIZATIONS TO PROCEED: (See Below)									NG Pam 415-5, 6-3,c&d / 11-2,F,(4)
<b>G4 LOGISTIC FACILITIES (VMS, CSMS, UTES):</b>											
<u>53</u>		PROPONENT REVIEW (ARNG)				X	O	O			
<u>54</u>		EXCEPTION TO CRITERIA				X	O	O			NG Pam 415-5, 6-4
<u>55</u>		IH (INDUSTRIAL HYGIENE)				X	O	O			NG Pam 415-5, 11-3, h
<b>TRS/AVS TRAINING FACILITIES (ALL RANGES):</b>											
<u>56</u>		PROPONENT REVIEW (NGB-ART)			X	O	O	O			
<u>57</u>		SDZ APPROVAL (NGB-AVS)	IF NECESSARY		X (Preliminary Approval)	X (Final Approval)	O	O			NG Pam 415-5, 6-5,h
<b>SAFETY ASP's</b>											
<u>58</u>		PROPONENT REVIEW (NGB-ART)			X	O	O	O			
<u>59</u>		NGB-AVS			X	O	O	O			NG Pam 415-5, 3-3
<u>60</u>		DDESB (DoD EXPLOSIVE SAFETY BOARD)	IF NECESSARY			X (Final Approval)	O	O			NG Pam 415-5, 6-5, g
<u>61</u>		EXCEPTION TO CRITERIA									NG Pam 415-5, 6-4
<b>G2 SCIF</b>											
<u>62</u>		PROPONENT REVIEW (ARNG-G2)									
<u>63</u>		REVIEW (NSA/DIA, Ref. ICS 705)									
<u>64</u>		REVIEW (STATE-G2)				X	O	O			
<b>AVIATION AVIATION FACILITIES (AASF):</b>											
<u>65</u>		PROPONENT REVIEW (ARNG)			X	O	O	O			

66	EXCEPTION TO CRITERIA			x	o	o		NG Pam 415-5, 6-4
67	IH (INDUSTRIAL HYGIENE)			x	o	o		NG Pam 415-5, 11-3, h

<b>PROJECT CLOSEOUT DOCUMENTS TO BE KEPT FOR AUDIT PURPOSES:</b>
Final NG Form 593
DD 1390/91 & FINAL DD FORM 1354
CT or LICENSE
NEPA
MCCA
SIGNED CONSTRUCTION CONTRACT W/ NGB FUNDING DOCS
Approved DDESB
Approved SDZ



