

Questions & Answers - 1

Solicitation

JW-0000000138-RFP_F - Public Library Exterior Upgrades Project

Buying Organization

Tompkins County

No	Question/Answer	Question Date
Q1	Question: RFI #1 Temporary Field Office Requirements Upon review of the Project Manual, Section 01 10 00, Page 199, references two construction field offices: one for the Contractor and one for the Owner's Project Representative. Please clarify whether the Single Prime Contractor is responsible for providing a separate temporary field office for the Owner's Project Representative, County personnel, and/or Design Team. If required, please confirm the number of offices, minimum size, furnishings, utility and communication requirements. Thank you for your clarification. Answer: No temporary field office is required for the Owner's Project Representative, County personnel, and/or Design Team. In specification section 01 10 00, Paragraph 1.7.B.2, amend 1.7.B.2 to read "Field Office Use Charges: Pay electric power service use charges for electricity used for any Contractor construction field office(s)."	10/19/2026
Q2	Question: RFI#2 – Site Visit Verification Form Clarification Good afternoon, Upon review of Addendum No. 3, Attachment No. 5 – Facility Site-Visit Verification Form (Page 13), we noticed that the form references the "Bostwick Road Highway Work Area Roof Project" rather than the "Public Library Exterior Upgrades Project." Please confirm whether a corrected Site-Visit Verification Form will be issued or if bidders should revise the project name on the existing form prior to submission. Thank you for your clarification. Answer: As discussed in the Pre-bid meeting, an updated Bid Form Attachment No. 5 – Facility Site-Visit Verification Form properly referencing the Public Library Exterior Upgrades Project will be provided to all bidders who attended the mandatory pre-bid meeting. Prior to bid due date, the form will be emailed to each bidder with the "For Agency Use Only " section completed and signed by County representative. The top section of this form is to then be filled out by the bidder and attached with the Bid form.	10/19/2026

No	Question/Answer	Question Date
Q4	Question: RFI #4 – Clarification of Contract Term and Final Completion Date Good afternoon, While reviewing the bid documents for the Tompkins County Public Library Exterior Upgrades Project, we noticed a discrepancy regarding the contract completion dates. Section 01 10 00, Paragraph 1.6.A of the Project Manual identifies August 1, 2027, as the Substantial Completion date, with Final Completion required within 30 days thereafter. However, the RFP identifies September 1, 2027, as the contract end date, while the BidNet Direct solicitation lists October 1, 2027. Could you please clarify which date governs the required Final Completion of the project? Additionally, please confirm whether the September 1 and October 1 dates represent administrative contract expiration dates rather than construction completion deadlines. We appreciate your clarification, as this information will help us accurately establish the project schedule and associated General Conditions costs. Thank you. Answer: The contract completion dates for substantial and final completion are as noted in Specification section 01 10 00. The dates referred to in the question that appear in the RFP and BidNet solicitation are only administrative contract expiration dates and may be adjusted later as necessary.	10/19/2026

No	Question/Answer	Question Date
Q5	Question: RFI #5- Temporary Sidewalk Closure Permit and Fee Basis Good afternoon, addendum No. 3 states that the Contractor is responsible for coordinating any temporary closure of City of Ithaca sidewalks, obtaining the required permits, and paying applicable fees. It also directs the Contractor to coordinate with the Owner and Architect before communicating with the city. The City's Street and Sidewalk Permits webpage states that a permit is required to obstruct, encumber, or occupy a public sidewalk area and directs applicants to the Engineering Office. Separately, the City Building Division's fee schedule calculates Building or Demolition Permit fees as a percentage of the total valuation of work. Please clarify the following: Is the required sidewalk-closure permit a City Street Permit administered by the Engineering Office, a Building Division permit, or both? If a permit fee is calculated as a percentage of valuation, should the valuation include the entire project or only the work associated with the sidewalk closure? Please identify the city contact and coordination process the Contractor should follow to comply with the instruction to coordinate with the Owner and Architect before contacting the city. Should initial contact be made by the Owner or Architect, or will they provide written direction authorizing the Contractor to proceed? Please confirm whether the Owner or Architect will provide or approve the anticipated sidewalk-closure limits, duration, pedestrian detour, and traffic-control requirements before the Contractor submits the permit application. Requested clarification: Please confirm the applicable permit(s), fee valuation basis, and required pre-contact coordination so that we may carry the correct permit cost and follow the required process. Thank you. Answer: The permit required from the City of Ithaca in regards to any planned closure of sidewalks for this project is a sidewalk closure permit. The building permit for this project will be issued by Tompkins County. For bidding purposes the bidders should use a City of Ithaca Sidewalk closure permit fee of \$500 per week per sidewalk closure. Follow the requirements of addendum 3 in regards to coordination process during construction.	10/20/2026
Q7	Question: Facility Site-Visit Verification Form on page 13 of Addenda 3, At the bottom of this form, "For Agency use only...Verification of site-visit confirmed by agency representative." Who do I send this form to, to verify my presence at the pre-bid conference? or will this be reviewed and signed off following our submission? Answer: see answer to Question 2, As discussed in the Pre-bid meeting, an updated Bid Form Attachment No. 5 – Facility Site-Visit Verification Form properly referencing the Public Library Exterior Upgrades Project will be provided to all bidders who attended the mandatory pre-bid meeting. Prior to bid due date, the form will be emailed to each bidder with the "For Agency Use Only " section completed and signed by County representative. The top section of this form is to then be filled out by the bidder and attached with the Bid form.	10/21/2026