

*City of Charleston*  
**Procurement Division**

75 Calhoun Street, Suite 3500  
Charleston, SC 29401



**NOTICE TO PROPOSERS - ADDENDUM #3**

T: (843) 724-7312  
F: (843) 720-3872

**DATE:** March 26, 2025

**TO:** All Proposers

**FROM:** Gary Cooper

**RE:** City of Charleston Office Building 1660 + 1662 Ingram Road RFQ: Design-Builder

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NOTICE TO PROPOSERS – Enclosed is **Addendum #3** to the Request for Qualifications (RFQ) for the City of Charleston Office Building at 1660 + 1662 Ingram Road Project. The information provided in this notice and the addendum shall be made part of the contract documents.

This addendum includes responses to PROPOSERS' non-confidential questions, and RFQ revisions in response to the questions

**Responses to PROPOSERS' non-confidential questions:**

**Q-1 Will the project be given priority status for plan review?**

**A-1** This project will be given priority status for TRC and Site Plan Review.

**Q-2 Is there a traffic impact assessment required or available at this time?**

**A-2** A Traffic Impact Study (TIS) will be required for redevelopment of this site and proposed office building. A Traffic Impact Study (TIS) has not been prepared to date for this project.

**Q-3 Will a tree survey be available by 4/4/25?**

**A-3** A tree survey will not be available by April 4, 2025.

**Q-4 Have there been any abatement remediation reports generated on either of the buildings?**

**A-4** The City of Charleston has not generated any abatement remediation reports for any buildings on the subject property.

**Q-5 Since these are city buildings should we assume they need to be disaster relief ready: i.e. sleeping quarters, generators, and natural gas?**

**A-5** The proposed office building will not need to be disaster-relief ready.

**Q-6 What will the bonding requirements be?**

**A-6** The bonding requirements for this project will be negotiated during the negotiation of a contract.

**Q-7 Are there any LEED certifications to be targeted with this project?**

**A-7** There are no required LEED certifications targeted with this project.

**Q-8 Are there any other environmental factors to be considered with the site?**

**A-8** The City of Charleston is not aware of any other environmental factors to be considered with the site.

**Q-9 Are there any low impact development factors to be considered and/or required?**

**A-9** There are no required low impact development factors to be considered and/or required with this project.

**Q-10 Are there any other stakeholders, public or private, in the project?**

**A-10** As part of the development review process, the City and the selected Design-Builder team will coordinate and attend any neighborhood meetings/presentations as needed.

**Q-11** **The RFQ specifies that we must submit the current AIA A305-2020 form. As you may know, this version includes the main Qualification Statement along with optional Exhibits A through E. To ensure we meet the City's expectations, could you please clarify: Are you requesting the full AIA A305-2020 submission including Exhibits A-E, or would you prefer that only specific sections/exhibits be completed?**

A-11 Please complete the current AIA 305-2020 form along with Exhibits A-D at a minimum.

**Q-12** **What is the office's programmed usage? How many people are anticipated to work in the office?**

A-12 The office's programmed usage is general administrative offices for City Employees.

**Q-13** **Is this office planned to have any community or public interface or will it strictly serve as office space?**

A-13 The office building is planned to serve strictly as office space.

**Q-14** **Does this office project have any sustainability goals?**

A-14 The office project does not have any required sustainability goals.

**Q-15** **Who will be occupying this building and what is its intended use? We know it is office, but would there be any special requirements that we should know about and could highlight in our RFQ.**

A-15 The office's programmed usage is general administrative offices for City Employees.

**Q-16** **In section 13.2.1.1 the first sentence. The Design Builder may terminate the Contract if the Work is stopped for a period of 90 consecutive days through no act of or fault of the Design-Builder, ..... Can this be changed to 30 consecutive days as in the unmodified AIA A141 - 2014?**

A-16 The City prefers the language of 90 consecutive days, but this matter could be modified during the negotiation of a contract.

**Q-17** **In section 13.2.1.4 the first sentence. If the Work is stooped for a period of 90 consecutive days through no act or fault of the Design-Builder,..... Can this be changed to 60 consecutive days as in the unmodified AIA A141 -2014?**

A-17 The City prefers the language of 90 consecutive days, but this matter could be modified during the negotiation of a contract for the project.

**Q-18** **In section 13.2.2.4 the fourth sentence. In exercising Owner's right to secure completion of the Work under any of the provisions hereof, the owner shall have the right to exercise Owner's sole discretion as to the manner, methods and reasonableness of costs of completing the Work. Can it be replaced with.. In exercising Owner's right to secure completion of the Work under any of the provisions hereof, the owner shall exercise**

**reasonable discretion as to the manner and methods of completion of the Work.**

A-18 This section could be modified during the negotiation of a contract for the project.

**Q-19 In section 13.2.4.3 Can we add the language underlined at the end of the sentence? In case of such termination for the Owner's convenience, the Design-Builder shall be entitled to receive payment for Work executed, and cost incurred by reason of such termination, along with Design-Builder's Fee on the Work executed.**

A-19 This section could be modified during the negotiation of a contract for the project.

**Q-20 In Section 16.3.1 the fifth sentence. Can we add the language underlined at the end of the sentence? The deductible shall be borne by the Design Builder for losses caused by Design-Builder and its Contractors and Subcontractors.**

A-20 This section could be modified during the negotiation of a contract for the project.

**Q-21 In Section 16.3.1 Please confirm that the Architect and sub consultants fall under the definition of a Subcontractor?**

A-21. Per Section 1.4.10, the Architect is a person or entity providing design services for the Design-Builder for all or a portion of the Work and is lawfully licensed to practice architecture in the applicable jurisdiction. The Architect is referred to throughout the Design-Build Documents as if singular in number.

**Q-22 In Section 16.3.4 the third sentence. Can we add the language underlined? This waiver does not apply to any defects alone without damage due to faulty materials or workmanship by the Design Builder, Contractor or Subcontractor.**

A-22 This section could be modified during the negotiation of a contract for the project.



**NOTICE OF RECEIPT**  
**City of Charleston**  
**Office Building at 1660**  
**+ 1662 Ingram Road**  
**RFQ: Design-Builder**

**Addendum #2**

The information in this addendum shall be made part of the contract documents. PROPOSERS are instructed to incorporate the information into the previously provided RFQ documents.

PROPOSERS are required to sign this document and enclose it with their Statement of Qualifications. Receipt of this signed document by the City of Charleston serves as confirmation that the PROPOSER has received and incorporated this Addendum into the contract documents.

**Confirmation Statement:**

I, the PROPOSER, confirm that I have received this addendum package and have incorporated the information provided in the addendum into the contract documents.

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**Signature of Acknowledgement**

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**Date**

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**Company Name**