

## Town of Los Gatos

### Requests for Proposals - Building Condition Assessment Services

#### Requests for information

1. What is your allocated budget for this and what is the timeline?  
**Budget: \$75,000. Timeline: 120 working days.**
2. Please confirm there is no requirement to provide structural assessments either for observed damage or for structural/seismic analysis, ground subsidence, or the like.  
**Confirmed. Surface damage is to be identified and cost estimates for repairs if feasible.**
3. Does the Town intend to buy these services as a single contract, or to pick and choose selected buildings?  
**A single contract is preferred.**
4. Will you be expecting deliverables as hard copies or PDFs? If hard copies, how many?  
**Both. 3 hard copies and 1 PDF are required.**
5. Are as-built drawings and prior investigation reports available for each building?  
**60 – 70% of buildings have As-Built drawings. Very limited investigative reports if any.**
6. Is there a history of leaks at any of the buildings listed in Attachment D?  
**Yes, 1 Facility in particular has leaks unrelated to roof.**
7. Attachment D – Section A, under Corporation Yard, what does the “Venue” refer to?  
**The Venue is an unoccupied building in need of known cosmetic repair. It is used for storage and used 1 or 2 times annually for events.**
8. Attachment D, first para (“The cost should be based on a 120-day completion of work..”) – does this construction duration estimate include all scopes of work/disciplines (Arch, Electrical, MEP, Fire Life Safety, Hardscape)?  
**Yes, 120 working days to complete assessments and provide reports.**
9. For the purpose of the building envelope conditions assessment, should the Proposer include costs to hire a destructive testing sub-contractor (e.g. to perform roof test cuts, removal of finishes etc.), if needed? Or will the City prefer to retain the sub-contractor directly?  
**We prefer to retain the sub-contractor directly but a cost estimate for replacement is Needed.**
10. Should the Proposer include testing services during the condition assessment in our base scope or as optional services? E.g. window water testing  
**Whatever is needed in addition to the requirement following ASTM procedures and manufacturer guidelines for testing in order to provide assessments including cost estimates.**