



ADDENDUM 1- REQUEST FOR QUALIFICATIONS & PROPOSALS
733-741 4th Street Roof Design

TO:	All Prospective Proposers
SUBJECT:	ADDENDUM 1- Request for Qualifications and Proposals: 733-741 4 th Street Roof Design
ADDENDUM 1 ISSUED:	October 6, 2026
RESPONSES DUE:	October 14, 2026

The Sonoma Clean Power Authority ("SCP") is issuing this addendum to Request for Qualifications and Proposals ("RFQ/P") Solicitation for 733-741 4th Street Roof Design.

SCP received the following questions, and responses to those questions are set forth below:

1. Please clarify: Is this a roof overlay project (placed on top of existing roof material), or a roof replacement project?

SCP received an assessment that recommended a roof overlay. The roof inspection report is provided as Attachment D.

Due to unknown conditions and project considerations such as overall budget, Proposals shall provide options and pricing for design development and construction document packages for both a roof overlay project and a full roof replacement. For each option, proposals shall include proposals and costs for development of optional alternates for:

- Replacement and/or repair of existing vents and other roof mechanical equipment (ductwork, etc.)
- Infill framing of unused penetrations
- Replacement of existing wood mechanical screen facing the northern parking lot
- Replacement of parapet caps
- Additional replacements or related scopes as recommended in Proposer's professional judgment

As part of Phase 1; Design Development of the awarded contract, the selected proposer will render assessment and provide recommendations to SCP regarding the above project options and alternates.

See revisions to Section IV (Project Background & Scope) and Section V (Project Phases) below.

2. Section IV, Item B.3 requests that the scope include hazardous materials testing and abatement. Most architectural insurance policies specifically prohibit us from engaging in hazardous materials. Would SCP consider removing this from the required scope and sourcing this separately?

SCP will source this separately. See revisions to Section IV (Project Background & Scope) below.

3. Section IV, Item B.1.c, calls for investigation of the existing conditions. Are we correct to assume that this is a non-invasive visual observation only through a roof walk?

Proposers should include the level of investigation they consider necessary to evaluate existing conditions and to develop recommendations for repair and replacement requirements. Such investigation may include visual observations and other diagnostic methods deemed appropriate by the proposer. Any proposed invasive testing shall be coordinated with and approved by SCP in advance.

4. Are there any original structural, plumbing, mechanical, and electrical drawings for the buildings?

All available drawings in SCP possession are included in Attachment E.

See revisions to Section IV (Project Background & Scope) below.

5. Are gravity vents being replaced or reinstalled? While code may not require replacement, by the time you have labor to remove and reinstall rusty vent covers you may wish to replace them for a longer lifespan.

See answer to Question 1.

6. Should we include infill framing design for unused penetrations that may currently be flashing over?

See answer to Question 1.

7. As the existing parapet cap appears to be rusting and in poor shape, please confirm whether it is desired to replace these.

See answer to Question 1.

8. Is the lower eyebrow roof on the northern side of the building part of the scope?

The built-in gutter with drain on the northern side of 741 4th Street address is included in the scope.

See revisions to Section IV (Project Background & Scope) below.

9. Are there any Roof Condition Assessment Reports available?

The roof inspection report is provided as Attachment D.

See revisions to Section IV (Project Background & Scope) below.

10. Does the owner desire any ladder/walkway structures for easier maintenance access on the barrel vaults?

SCP does not require ladder/walkway structures.

See revisions to Section IV (Project Background & Scope) below.

11. Should the scope include replacement of the existing wood mechanical screen facing the northern parking lot?

See answer to Question 1.

12. Is the intent to replace the roof in its entirety down to the deck?

See answer to Question 1.

13. Will all of the mechanical equipment be required to be replaced?

See answer to Question 1.

14. Will all of the rooftop ductwork be replaced?

See answer to Question 1.

15. Are there existing drawings of the building available?

See answer to Question 4.

16. Does SCP have an Asbestos abatement specification or plan that they would like to incorporate or would you like us to develop one?

SCP does not have an asbestos abatement specification. See answer to Question 2.

17. Is SCP aware of any structural deterioration, we propose carrying a Time and expense line item for structural engineering and analysis in our proposal. Does that seem appropriate?

No structural deterioration is known. A Structural Conditions Assessment Report is provided as Attachment F.

See revisions to Section IV (Project Background & Scope) below.

Proposers should assume minor structural deterioration and include related time and expense line items as deemed appropriate by Proposer.

18. The proposal references a “new roof overlay”, does SCP want a new roof, or a new overlay keeping the existing roofing system installed?

See answer to Question 1.

19. Does SCP want the proposer to provide fall protection requirements and analysis to determine if additional guardrails are necessary? Including roof hatches and parapets.

No.

Except as expressly indicated herein, the RFQ/P is unchanged.

RFQ/P Section IV. Project Background & Scope

Change to read:

A. PROJECT BACKGROUND

The existing property is a commercial building consisting of four addresses at 733-741 4th Street in Santa Rosa, California and is approximately 16,352 square feet. The existing roof is nearing its end of life and consists of a single layer membrane. Photos of the existing roof are included in Attachment B. **A Roof Inspection Report is included in Attachment D. Available drawings of existing building are included in Attachment E. A Structural Conditions Assessment Report is included in Attachment F.**

B. PROJECT SCOPE

SCP provides the following scope to facilitate submission of a Proposal by interested Proposers. The information provided is based on SCP’s initial project assessment. SCP intends to refine and negotiate the scope of work for the project, including potential additions and deletions, in the event SCP elects to select a proposal through this RFQ/P.

Based on SCP’s initial Project assessment, the following provides a representative scope of work for the contemplated roof repair. Photos of the existing roof are included in Attachment B. All work is to be completed consistent with CA Title 24 provisions. The final scope of work will be refined in the event SCP selects a firm through this RFQ/P:

1. Building Roof

- (a) A new roof overlay **or roof replacement**, new built-up curbs required to satisfy roof manufacturer warranty requirements, new perimeter edge metal, flashings, expansion joint flashing, and other miscellaneous items typical of a roof overlay **or roof replacement**.
- (b) Improvements to the roof drainage system, including evaluation of existing drainage conditions and recommendations for drain replacement, addition, relocation, or modification as necessary. **The built-in drain along the northern side of 741 4th Street is included.**
- (c) **A new roof hatch guardrail and walking pads along mechanical maintenance routes at the 741 4th Street address.**
- (d) The scope shall include investigating existing roof and parapet conditions, including potential soft spots, wet insulation, deteriorated substrate, and roof deck deficiencies, and shall incorporate recommended repair and replacement requirements into the construction documents.

2. Mechanical/Electrical/Plumbing- temporary removal and reinstallation of rooftop equipment, including but not limited to commercial HVAC units and appurtenances, as may be necessary to accommodate the roofing work. Identify and incorporate all associated MEP modifications required for the proposed roof improvements and as otherwise elected by SCP.

~~**3. Environmental-** investigation of the 4th Street parapet area for the presence of asbestos-containing materials (ACM), including field assessment, sampling and laboratory analysis as appropriate, and preparation of recommendations for abatement, management, and incorporation into the construction documents.~~

RFQ/P Section V. PROJECT PHASES

Change to read:

SCP anticipates the Project will be split into three phases, as follows, but the final scope will be negotiated with the selected proposer.

Phase 1: Design Development- Design development documents will be provided in this Phase for review and comment by SCP. **Render assessment and provide recommendations regarding roof overlay or full replacement options, and regarding alternates as follows for each option:**

- **Replacement and/or repair of existing vents and other roof mechanical equipment (ductwork, etc.)**
- **Infill framing of unused penetrations**
- **Replacement of existing wood mechanical screen facing the northern parking lot**
- **Replacement of parapet caps**

- Additional replacements or related scopes as recommended in Proposer's professional judgment

Authorization to proceed with Phase 2 will not be given until SCP decides to proceed.

This Phase of the Project is planned to be guaranteed.

Phase 2: Construction Documents / Permitting and Bid Set - Proposer shall lead the permitting process. The construction documents and permitting and bid set are planned as a single set of documents with no distinction between them. Initial Division 0 & 1 language to be provided by SCP for review by the selected Proposer. This Phase of the Project is planned to be guaranteed.

Phase 3: Construction Administration Services - The scope of Construction Administration services are anticipated to include bidding support, progress meetings and site visits to review work, coordination of finishes, furnishings and equipment, contractor submittal review and processing, responding to contractor RFIs, initial processing of contractor pay applications (with payment issued directly by SCP), and project close-out including punch list, warranty review and a marked drawing set showing any substantial deviations from the permit set. This Phase of the Project is not guaranteed and is contingent on SCP award of a separate contract for construction of the roof.

SCP reserves the right to negotiate an agreement that covers all, or just a portion of the phases identified above. Should SCP elect to re-bid any portion of the scope, proposers acknowledge and understand that conflict of interest laws may limit a previously selected proposer's ability to re-bid on any subsequent phase.