

Questions/ Answers
Maintenance Support Facility – Design & Outfitting

1. What architect was responsible for the 26,000sf maintenance support facility currently under construction? Are they in good standing on their current project?
[Steve Williams of Williams and Associates in Spearfish, SD. Yes, Steve is in good standing and is supporting SDSTA through the construction process.](#)
2. The RFP references the “procurement of warehouse design services and warehouse equipment”. Our team understands the design services portion of that statement but is unclear what is meant by warehouse equipment. Can you please clarify what is meant by that statement?
[Warehouse equipment means any racking, shelving and/or cabinets included in the design.](#)
3. Are the design teams fees to be included as a part of the proposal and utilized as a selection criteria or are they to be negotiated with the selected team?
[Design fees are to be included in this proposal and will be used as one of several selection criteria.](#)
4. The RFP states that the selection criteria includes “quality of the proposed designs and equipment, and cost/schedule of the proposed designs”. Our team has a few questions about this statement.
 - a. This again is referencing equipment; could you please clarify what equipment it is referring to? [Racking, shelving, cabinets.](#)
 - b. Also is our team to understand that a design and cost estimate for the design is due as a selection criteria for the teams submitting responses to the RFP? [Yes.](#)
5. The RFP references SDSTA guidelines. Where can our team find access to these guidelines?
[The guidelines referenced here are procurement guidelines to ensure fair competition and assessment of price reasonableness. These are the guidelines SDSTA will follow during the procurement process.](#)
6. Is the site relatively flat or is there significant grade to be addressed? [Flat.](#)
7. Will LEED need to be considered for this project? [No.](#)
8. Attached is a spec. sheet for the Toyota model forklift I will be quoting.
9. The spec. sheet include in your proposal was for a 3000 lb to 4000 lb capacity Crown forklift. Our equivalent Toyota models are 8FGCU15 (3000 lb capacity), 8FGCU18 (3500 lb capacity) and 8FGU20 (4000 lb capacity) I need to know which model / capacity you want quoted.
[SDSTA has funding available for a warehouse forklift, but it’s a different funding source and will be procured on a separate purchase order, not as part of this contract. The forklift referenced is indicative of the model SDSTA plans to purchase. It was included to aid in determining aisle width and maximum racking height. If a supplier would like to recommend an equivalent forklift, please include the quote with the understanding that the forklift procurement will be competed separately and at a later date. The quote should be for the 4000 lb capacity, standard package.](#)
10. What optional equipment would you like included? LP fuel system / back up alarm, side shifting carriage etc. See page 2. [See previous answer.](#)
11. What are the mast requirements? Maximum fork height? See page 3 and 4 Our most popular mast is the 189 FSV. [This option is ok for an initial quote.](#)
12. RFP “Attachment 4 Current Warehouse Description” states that “865 linear feet of shelving and another expected 100 linear feet are needed for stock items”. Is 965 linear feet the total that is to be included in the base proposal, or would you like to include additional shelving in the base proposal?

The 965 linear feet is for the total for that category – Small, light, stock items. Additional racking is needed for the larger/heavier items shown on pages 2-4 under the headings Racking, Controlled Space, and Rooms.

13. Regarding Pallet Racking, RFP “Attachment 4 Current Warehouse Description” states that “Weight capacity is unknown, but the weight of items would be considered substantial.” Does SDSTA intend to specify the load bearing weight requirement for this pallet racking or leave it open to supplier design? Is there a specific beam rating desired? We plan to leave this open to supplier design.
14. Would SDSTA be able to provide an approximate weight of palletized materials expected to be stored?
We don’t know this weight, and we have some flexibility on what items to move into the new space. Some long term storage items may stay in the current warehouse. Therefore, our goal is to outfit the warehouse to provide various storage options – some lighter shelving, most other pallet racking in the “medium-duty” classification, and a limited amount of “heavy-duty” racking for the fewer large/heavy items.
15. Would SDSTA be able to provide a detailed list of the materials/items being stored to better assess the types and amount of storage space needed? See Attachment 7 for additional detail.
16. Is there any need for cantilever or vertical storage? No.
17. Under “Additional Warehouse Requirements” you mention the need for ‘secured storage space’. In regard to this secured space or secured cabinets: How many individuals need access to the secure space?
Approximately 6-8.
18. What methods of access or securing do you intend?
The building will include badge access control on all doors.
19. How many individuals typically access the warehouse space in a 24-hour period?
Approximately 20.
20. How are materials and supplies received or issued? What inventory controls are in place?
All shipments are received by a warehouse specialist using the ManagerPlus system. Items are issued to the requestor by Work Order.
21. Do you currently use or plan to use a warehouse management software? If so, what software?
ManagerPlus (<https://managerplus.io/officecorp.com/>)
22. Is the warehouse, the property on which it is located, or any portion thereof leased, owned, governed or controlled by the Department of Energy? This facility and the property on which it is located is not owned or leased by DOE. SDSTA receives DOE funding through a Cooperative Agreement, and there is DOE leased space elsewhere on SDSTA property. However, it does not affect this effort.