



City of Placerville

Development Services Department

3101 Center Street, Placerville, CA 95667

Planning (530) 642-5252 · Building (530) 642-5240 · Code Compliance (530) 642-5579

June 15, 2026

RE: RFP for Architectural Services Addendum #1

1. Square footage area of remodel?

The facility contains approximately 28,000 square feet of office space. The exact scope of renovation and remodel area will be determined through the programming and design process.

2. Project budget?

A final project budget has not yet been established. One of the objectives of the selected architectural team will be to assist the City in developing project scope, priorities, and associated cost estimates.

3. Is there any new infill square footage?

At this time, no new building square footage has been identified. The current focus is on tenant improvements and reconfiguration of existing space.

4. Will there be an itemized list of needs/wants and desired program per department (Police, Public Works, and Parks) if selected?

No formal program document currently exists. The selected architectural team will be expected to work collaboratively with City departments to identify operational needs, desired adjacencies, space requirements, and develop build-out concepts and programming recommendations.

5. Will the new incoming departments take over the entire facility, or will the existing tenants remain?

The City's occupancy will occur in phases. The initial phase is anticipated to include the Police Department, Parks and Recreation, and Public Works Administration. Existing tenants occupying areas not immediately required for City operations are expected to remain until future phases of the City's full occupancy are implemented.

6. Are there any existing drawings available for reference (Architectural, Structural, Mechanical, Electrical, Plumbing, Fire Sprinklers)?

At this time, the City does not have existing building drawings available. The selected consultant should anticipate verifying existing conditions as part of the design process.

7. Do you anticipate requiring disciplines beyond traditional Architectural, Structural, Mechanical, Electrical, and Plumbing services?

The City anticipates that the consultant team may need to evaluate and recommend additional disciplines as appropriate for the project, including but not limited to IT/security systems, fire alarm, fire sprinkler, cost estimating, acoustics, hazardous materials assessment, and other specialty services identified during programming and design.

8. Are there any specific Police Department requirements that should be considered?

Yes. While a detailed program has not yet been developed, the Police Department will require consideration of specialized law enforcement functions including, but not limited to, evidence storage, interview rooms, records storage, armory functions, secure access areas, emergency operations capabilities, and other operational requirements that will be refined during the programming phase.

9. For the pre-proposal site walk, is an appointment required?

No appointment is required. Interested firms may attend during the dates and times identified in the RFP.

10. Is there anything that should be considered regarding future phases?

Yes. The project should be planned with future City occupancy in mind. The initial phase will focus on relocating priority departments; however, the overall design approach should consider the eventual transition of additional City services into the facility.

11. Will responses be issued through an addendum or by email?

Responses to submitted questions will be provided through an addendum to ensure all interested firms receive the same information.

12. Is a geotechnical report completed within the last 10 years available?

No

13. How much time shall we allocate for city plan check?

We are currently selecting a firm that provide these services and expedite the plans

14. How much time shall we allocate for zoning clearance due to the proposed change in building use?

Planning staff will be processing a zoning ordinance to allow Government Facilities by right in the Commercial zone that will occur in the next few months.

15. What other city departments besides Police, Public Works Administration, and Parks will occupy this building?

Administration, Engineering, Development Services and Finance

16. Will the new incoming departments take over the entire facility? Or will the existing tenants remain?

Some will remain.