

**HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE  
REQUEST FOR PROPOSAL  
#09-06  
MASTER PLANNING SERVICES – PUBLIC SAFETY CENTER  
ADDENDUM # 3  
ANSWERS TO QUESTIONS**

September 5, 2008

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**NOTE: SECTION I - ADMINISTRATIVE; PARAGRAPH VII - SUBMISSION OF RESPONSES; Change (5) copies to EIGHT (8).**

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**Question 1:** What is the available land footprint for developing a vision for diverse training purposes. Specifically, can we consider for planning purposes land outside of the existing PSC fence line between gates 4 and 5, frontage between the training grounds and industrial road, and land to the rear of the PSC fence line into the wooded areas towards the Paxtang Creek.

**Answer 1: For planning purposes, the area between Gates 4 & 5, the frontage between the PSC and Industrial Rd. and the land to the east / rear of the PSC can be considered for development.**

**Question 2:** Is the 2004 Master Plan available for review prior to proposal submission?

**Answer 2: The 2004 Master Plan is not available for review prior to the submission of this proposal. The 2004 Master Plan will be made available to the successful firm after award.**

**Question 3:** Has HACC determined the intended expansion program, or will this evaluation require extensive analysis of population, demand, convenience, cost, and economic factors to make expansion recommendations?

**Answer 3: HACC has not developed an expansion plan. The successful firm will need to provide whatever analysis is necessary to deliver the items contained in the Deliverables Report, RFP Section III, Item II – Deliverables Report.**

**Question 4:** Can you provide information regarding the anticipated budget for operation and/or expansion of the Public Safety Center, as related to the master plan? Will master plan recommendations be tailored to suit a predetermined budget? Has a growth plan (in terms of enrollment) been established, or is that to be one of the goals of this study?

**Answer 4:**

**A) A budget has not been established. This will be developed in conjunction with the recommendations identified within this Master Plan and be incorporated in the Deliverable as identified in Section III, Item II(b)(2) – Estimate of Probable Cost.**

**B) No**

**C) A suggested growth plan should be incorporated within the Deliverables Report.**

**Question 5:** Can you provide information regarding the typical educational agenda: do students study by correspondence or at other facilities and just attend HACC for hands-on training? Are there differing attendance options for the various training programs?

**Answer 5:** The police academy and lethal weapons programs as well as many MIST classes, non-mandatory grant classes and contract training are held here at the Public Safety Center. Most Constable training is held here as well, but a few classes are held in Altoona, York and Lancaster as well for this program. MIST is held over a wide area. We use the classrooms heavily for our programs.

Traditionally students have traveled to PSC for specific training class. In the future, it is anticipated partnership with other Pennsylvania Community Colleges for a variety of programs. We view this partnership as a key to excellent education. We should partner with both the public and private sector.

**Question 6:** The RFP addresses the possibility of adding on-site overnight lodging for students. Please clarify if the current or future programs call for short-term and/or long-term residency at this facility. How many consecutive days does the training program require a student to attend, and is it anticipated that overnight lodging availability would change the structure of the program?

**Answer 6:** Both short and long-term housing could be used for our programs. The police academy is a 20-week program with some evenings and weekends required. Two academies per year are conducted. Cadets from Altoona, Williamsport, Mifflin and Juniata Counties, etc. enroll in these classes. Week-long programs, as well as 2-3 day programs are offered. Overnight accommodations would be utilized and could possibly change the programs offered.

The longest training program is the 12 week fire academy. An average of 24 to 30 students attend this program each year. The majority of our training programs are conducted on the weekend (two or three nights).

**Question 7:** Would the anticipated lodging facility be used exclusively for the Public Safety Center, or would it be shared with HACC main facility? Does HACC have full time or part time housing for other programs?

**Answer 7:** The lodging facility could be utilized by the HACC main facility as well. The College does not have any full-time or part-time housing, with the exception of the International House located in downtown Harrisburg, which some of our cadets have utilized in the past.

**Question 8:** Are existing facility construction documents available for use in facility assessment? If not, will existing condition plans, elevations, sections, etc be required as part of the deliverable reports?

**Answer 8:**

- A) Existing construction record documents will be made available to the successful firm.
- B) A Comprehensive Facilities Assessment for the PSC was conducted as part of the 2004 Master Plan and included as Attachment "C" in the RFP. The successful firm will be required to compare this assessment with the current conditions and identify any obvious changes that would impact the use of the buildings as related to the recommendations in the Master Plan.

The deliverable related to the existing conditions is identified in Section III, Item I(g). Plans, elevation and sections would be required only to the extent that the successful firm would need to provide this information to support the "general evaluation of the existing facility" in addition to the record plans provided by HACC.

**Question 9:** Please clarify the extent of facility assessment and reporting required. Will a written report with photos be sufficient to describe the existing design and condition of buildings, HVAC, Electrical, Plumbing systems, or will as-built drawings be required?

**Answer 9:** See answer to Question #8. As-Built drawings will not be required. A written report with photos will be sufficient.

**Question 10:** If new buildings or parking are recommended by the report, will additional land on the campus be available, or will any expansion be limited to the 12 acres currently allocated to the Public Safety Center?

**Answer 10:** See answer to Question #1.

**Question 11:** Will evaluation of existing site utilities be limited to the 12 acre site indicated for the Public Safety Center, or will evaluation of utilities to the point of service beyond the boundaries of the Public Safety Center be required? If so, can you identify the locations of the various points of service? (power, telephone, gas, water, sanitary sewer, storm sewer, etc.)

**Answer 11:** The evaluation will be limited to the 12 acre site only.

**Question 12:** Can you advise the level of evaluation of existing utilities desired? Will a general report of conditions be sufficient, or will you need detailed component assessment reports, test reports, video inspections or other technical test evaluations of building and site piping, etc?

**Answer 12:** A general evaluation the utilities is expected. The deliverable is to include a report addressing the ability of the existing utilities to support the proposed improvements and the upgrading or additional utilities required to support any proposed expansion.

**Question 13:** Does the campus have a central power plant, central Heating and/or Air Conditioning plants? If so, will the report be required to address adequacy or expansion of these plants?

**Answer 13:** The campus does not have a central plant.

**Question 14:** Are any of the buildings on the campus considered to be historic or contributing to a historic area?

**Answer 14:** No.

**Question 15:** Is this project being funded with state and/or Federal funding that may trigger Section 106 or other special investigations?

**Answer 15:** The funding to pay for this Master Plan is through an endowment to the HACC Foundation. Funding of future improvements will be determined when a specific project is identified.

**Question 16:** Is there a desire to tie the HACC / Public Safety Center master plan to the Harrisburg City or other regional planning effort?

**Answer 16:** There is no plan to tie this Master Plan into any other planning effort at this time.