

Fiscal Services
1800 Ignacio Blvd
Novato CA 94949
415-884-3162

**Request for Proposals Bill and Adele Jonas Center (Building 19),
Building 18 (New Childcare Facility) and Renovation of Building 17 (Old Library) for
Architectural and Design Services # 16/17-MB05**

**ADDENDUM #3
3/17/17**

We have a question regarding your responses in Addendum #2.

1. Are the Architect's Design Consultants for the Schematic Design Phase eligible to participate in the next Design Build Phase?

Answer: Yes, it only applies to the awarded vendor and not the sub-consultants on the award.

2. Does the A/E Team for the Schematic Design Phase have any involvement during the next Design Build Phase, such as review of D/B design submittals, conformance to Schematic Design Documents, cost estimates, meetings, etc.?

Answer: No, only for cross consultation for 2-3 weeks as a pass off period to DB entity.

3. Specification deliverable for bridging documents: Typical schematic design specifications are formatted as Preliminary Project Descriptions. The PPD is organized by element (foundation, superstructure, envelope, interiors, mechanical systems, etc.) rather than according to products, as construction specs are. (Portions of a multiple-building PPD are attached.) Does the District consider a PPD an appropriate method for specifying materials and systems for the Bridging Documents? If not, please share the specification information and format expected.

Answer: There is no set standard for the District in this regard.

4. Ref: Item 4.A

Consultant fees do not need to be part of the bid from the A/E Firm.

Ref: Item 19.A

Yes, please submit separate document that outlines the fee per hour for design services, listing all sub-consultants, and a summation by line item of total estimated costs for each firm. Then a grand total for the project related to this RFP.

There seems to be conflicting requirements regarding Consultants fees.

Question: Are Consultants required to submit fees?

Answer: Yes, to have a complete proposal from the A/E firm we need to have fees included from sub-consultants.

5. Do we have to follow the order that you have suggested 1-10 exactly, with each page starting its own section or can the conflict of interest statement and insurance coverage be in its own section, and showing our insurance certificate in an addendum?

Answer: Follow the RFP on the order presented for consistency. This will help the selection committee when comparing vendor to vendor in scoring.

6. Does the proposal cover and back cover count as part of the 30 pages?

Answer: No

7. Fees: I am a little confused here, because in the addendum 2, it states the following:

4. It is our understanding that you would like us to provide a fee for architectural design services only, with consultant fees to be determined when specific consultants and their scope are identified. Please confirm.

A: Consultant fees do need to be part of the bid from the A/E Firm. From this number an award will be issued by the Board of Trustees

Then it states:

19. Is the fee proposal to be submitted separately from the body of the proposal per Qualification Based Selection regulations, Government Code sections 4525?

A: Yes, please submit separate document that outlines the fee per hour for design services, listing of all sub-consultants, and a summation by line item of total estimated costs for each firm. Then a grand total for the total project related to this RFP. This page will not be part of the 30 number page limit in the RFP.

Question: Which is correct? Architectural fees or a combined fee with sub consultants?

Answer: Combined Fee with sub consultants

8. You have stated budgets for the 3 building projects. Is there a budget for the parking and associated landscape in addition to these?

Answer: No

9. My understanding is that the Schematic Drawings will be the Bridging Documents (20% equivalent on full services). Or – is there additional work anticipated to prepare the Bridging Documents beyond the basic Schematic package (spec sections, etc.)?

Answer: There is no “Or” to speak of

10. I assume that the Bridging architect will not be responsible for assembling the RFP for the Design Build Team?

Answer: your assumption is correct

11. What will the CM/ PM selection process be, and what is the anticipated date of selection?

Answer: No applicable to this RFP

12. Given the paragraph on Page 6 – will we be responsible for hazardous material identification/ analysis (exterior walls)?

Answer: District will have a report ahead of time. Chosen vendor will need to include the abatement, demo etc into their plan sheets for the exterior surfaces such as the wall, roof etc.

13. Question: What age of children are cared for in the Early Childcare Program?
How many children are allowed in the program?
What are the hours that the facility will operate?

Answer: Age of children is not applicable to this RFP

Licensed for 27 and the hours vary and are not relevant to this RFP

14. Question: Per the response to Addendum #2 dated 3/14/17, item 19, it states “submit separate document that outlines the fee per hour for design services”. Would that be the hourly rate schedule?

Answer: Yes addendum says “fee per hour”, so the addendum speaks for itself

15. I have a question about the requirements of the proposal on page 6, of the RFP, under Quality Control it states: Describe in detail how your company will ensure quality control during the pre-construction, construction, and post-construction phases for the bond program. Provide recent examples of quality control measures used for similar projects, including methods used to prevent and/or resolve conflicts.

Question: How are we supposed to impose quality control on pre-construction or construction or post construction if we are not part of the next team?

Answer: Please disregard this question, it is not relevant to the RFP

16. The original RFP for the Jonas Center project that was cancelled (RFP #16/17 – MB03) requested submittals from the preapproved list of on-call architects who have been qualified to provide architectural and design related services. However, this current RFP (#16/17 – MB05) doesn't state that. I would like to confirm if this current RFP is for any architect to submit or just for the preapproved list of architects?

Answer: Its open to all qualified vendors

17. Would you like resumes from the architectural team to be included in the proposal? And if so, are they to be counted in the 30-page limit?

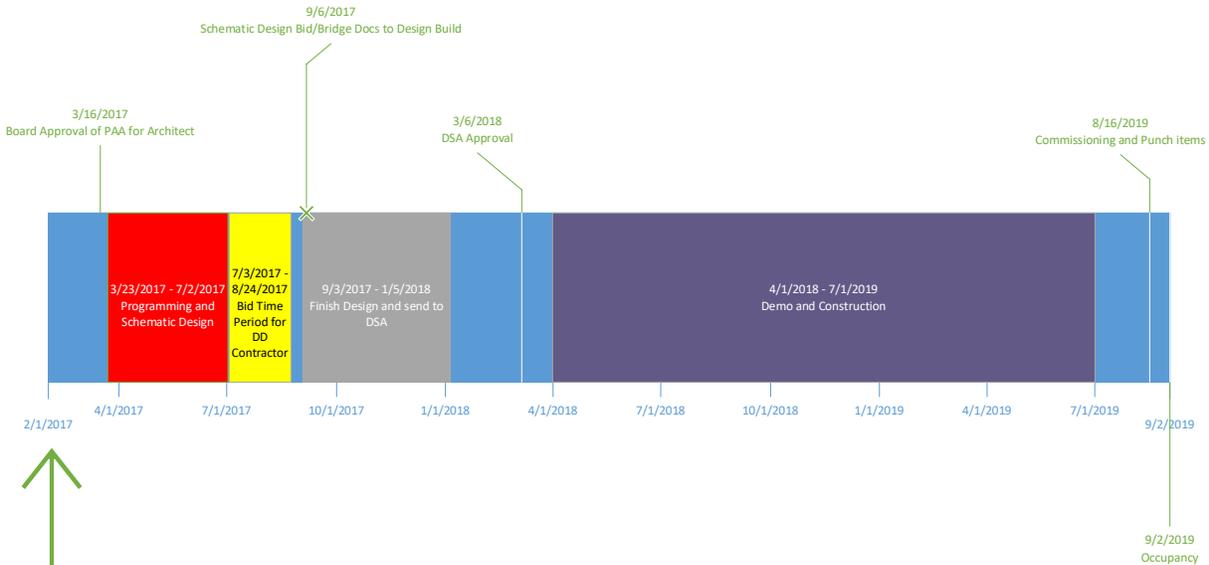
Answer: You need to meet requirements of the RFP

18. Would you like resumes from our sub consultants as well or is that not needed at the moment?

Answer: Not needed

19. What is the anticipated project schedule for the Programming, Schematic Design, and Bridging Documents phases of the project?

Answer: see below chart. This is a rough schedule and not meant to be exact



Timeline for selection of Architect,
 Design Build Contractor and
 Construction Timeline
 Of Jonas Community Center – Indian
 Valley Campus
 College of Marin

20. Does the District expect the selected Bridging Documents Architect to include in its services assistance with the bidding/RFP process for selection of the Design/Build team?

Answer: No

21. Page 4 of the RFP lists the total Building 19 project cost, inclusive of all hard and soft costs, to be \$10 to \$12 million. Page 6 of the RFP lists this value as \$13,900,000. Please clarify which is the correct value.

Answer: No sure how this is pertinent to this portion of the RFP. Nonetheless, there are third party monies as part of this project. So for now the project will be 12-14m dollars

22. Does the District have an expected or required minimum for the enclosed gross building area and for exterior program areas, i.e. patios/decks, for Building 19?

Answer: No required minimum.

23. Item #8 of the scope of services in Section 2 of the RFP indicates that the A/E team shall coordinate with “District provided services” to determine surface and underground utilities. Please clarify what the District-provided services will be. Is a survey of utilities NOT in the A/E team’s scope?

Answer: It will District provided, however you will need to coordinate these utilities into your plans, hence why there needs to be coordination.

24. Item #10 of the scope of services in Section 2 of the RFP lists MEP design for new HVAC systems. Is this intended to be MEP criteria drawings and specifications only, which the Design/Build team would use to prepare its design?

Answer: Correct

25. Please confirm the number of children that the relocated Early Childhood Education Program will serve at the Indian Valley Campus. Licensing requirements direct that there shall be at least 75 sq. ft. per child of outdoor play space.

Answer: See answer to question 13

26. In Section 2, Item 6 indicates providing 20% schematic design drawings. We assume you mean provide schematic design drawings that would typically be 20% of the completed design (if 100% was completed construction documents)?

Answer: Correct

27. In Section 2, Item 10 indicates MEP design for all three facilities. To what level of detail are we to provide? Schematic design similar to question above, or are you looking for a written narrative or outline specification for the DB entity to provide an efficient system that meets the performance requirements of the program?

Answer: See answer to question number 24

28. In Section 3, Item 6 under Quality Control, is the District looking for the bridging document team to provide quality control services during pre-construction, construction and post construction? One option would be to provide periodic review for design intent for the DB entity during the post bidding and construction phase or provide peer review or constructability reviews during the CD and construction phases?

Answer: Please see answer to question 15

29. Will Child care be licensed and require an outdoor area of 75 SF / child?

Answer: Childcare is currently licensed and already at the IVC campus in another facility.

30. How many children will be served by child care and age breakdown?

Answer: See answer to question 13

31. Will there be any shared outdoor areas between these buildings?

Answer: yes, it is a college campus

32. Is there an overall site parking analysis for campus?

Answer: Not sure what specificity you need on this question. Yes, we have a parking count for the campus with staff, ADA and open parking

33. Are there existing Utility maps for underground utilities?

Answer: It is in our landmark software system and will be provided to awarded vendor

34. Have the sustainability goals been established for this project? Has there been an OPR established?

Answer: LEED Silver is the minimum standard for this District for all facilities regardless of programming. District is also a zero waste campus under the under the uszwbc.org guidelines. We recycle or re-use many of our products where applicable.

35. It appears we need to include scope for T24 compliance energy modeling as part of this SD effort, please confirm. For example, for building 19, we can potentially reuse an old exterior or build a new building. For 18, potentially new windows and envelope rework. And for 17, envelope review (which could be just cosmetic).

Answer: Yes on T24, you cannot rebuild building 19. It must maintain footprint due to creek setback. Current building is grandfathered into existing setback which is less than current requirements

36. What percentage of the budgeted \$18.4M would you estimate for hard construction costs, 80%?

Answer: Roughly 80-85%, yes

Acknowledge receipt of this addendum by signing and submitting along with your Request for Proposal (RFP) which is due by 3:00pm on March 24, 2017 to Mayra Ramirez, Buyer (Measure B Bond), 1800 Ignacio Blvd. Novato, CA 94949.

Name of Company: _____

Signature of Individual authorized to sign for company: _____

Name Printed: _____

Date: _____