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## **PROJECT: On-Call Architectural Design Services #092816**

### **ADDENDUM #1**

**Marin Community College District**

October 14, 2016

### **REVISIONS/CLARIFICATIONS**

**RFP Pagnation:** There are 9 pages in the RFP, not 8.

**Section 1.C Goals:** 1<sup>st</sup> Paragraph, 2<sup>nd</sup> Sentence is revised to read:

Services ~~will~~ may include, but are not limited to, those listed in the Scope of Services provided in Section 2 of this document. The Architecture firm is intended to be the prime consultant of the project team.

### **BID QUESTIONS**

**BQ #1** **Question:** What would you like to be included about our proposed subconsultants? (e.g. Firm profiles, firm's relevant experience, resumes, hourly rate schedule, references, etc.)

**Answer:** Please identify firms, specialty(ies), location, key personnel with resumes (resumes are not part of the 20 pages maximum), bulleted relevant experience (especially previous collaborations with the proposer) with dates.

**BQ #2** **Question:** Section 1, A. Background paragraph 2.  
Should prospective teams include a landscape architect and cost estimating consultant in the proposals?

It is understood that the District has a pool of on-call landscape architects, independent from this RFP. Should prospective teams expect to have a landscape architect (and civil engineer, per the on-call landscape architect RFP?) assigned to a given project by the District and that consultant would be managed by the District? Does the District have a current list of on-call consultants who are non-architectural that they would like on-call architects to use?

**Answer:** Yes, proposers should include a cost estimating firm.

Regarding a landscape design firm, proposers should be prepared utilize one of the District's on-call landscape design firms, listed below, as assigned or agreed to by the District.

Proposers may also propose a different landscape design firm to be included in the response to this RFP, but use of the firm must be approved by the District on a project-by-project basis.

District On-Call Landscape Architectural Design Firms (in alphabetical order)

- Carducci
- LPAS
- Merrill Morris
- SWA

**BQ #3**     **Question:** Section 3, Item 3. Is the request for references meant to be on an individual basis (e.g. Project Manager) or on a project basis?

**Answer:** References should be for projects, but project references can also include references for individuals who worked on the projects.

**BQ #4**     **Question:** For the 20 pages can they be double-sided for a total of 40 pages, or can it only be 20 pages max, so 10 sheets double-sided? Do tabs need to be included for each section?

**Answer:** Responses should not exceed 20 pages of content, so 10 sheets double-sided would comply. Resumes are not included in the 20 pages, nor are any separating tabs (optional) that do not contain content other than tab titles.

**BQ #5**     **Question: Section 1C Goals in the reference to Article 2.** Is this a reference to Section 2 Scope of Services?

**Answer:** Yes, this a reference to Section 2 (Not “Article 2”) Scope of Services.

**BQ #6**     **Question:** Will selected On-Call Consultants be precluded from proposing on the District’s large projects not identified in this RFP?

**Answer:** No, selected On-Call Consultants will not be precluded from proposing on the District’s large projects not identified in this RFP.

**END OF ADDENDUM #1**