

28. **Question Asked:** In the listing of our subconsultants, is it acceptable to list more than one firm for each discipline? We find that given the range of projects on an on-call, some it can be useful to have a range of firms to meet the needs of the District.

Response:

Yes; you may list more than one firm you feel necessary to address the needs of the RFQ.

29. **Question Asked:** Are any of the requirements for the SOQ excluded from the 12 page limit, such as divider pages, table of contents and resumes?

Response:

Yes, tabs and covers, resumes, and appendices are not counted as part of the 12 page limit.

30. **Question Asked:** On RFQ Page 17, Exhibit A-F is referenced, are these available? These are different Exhibits than the Exhibit B-G forms located at the end of the RFQ.

Response:

Exhibits A- F are specific components of the sample contract. These will be provided as part of the contract template once a vendor is selected for a specific project.

31. **Question Asked:** Can respondents add an Appendix Section to provide additional information and this would not count towards the page limit?

Response:

Yes, you may add appendices for additional information and such appendices will not count against the 12 page limit.

32. **Question Asked:** Would an SLBE from Alameda County comply with the SLBE/SELBE program?

Response:

The requirements for SLBE compliance are prescriptive with regards to the definition of a Small and Local Business. See Exhibit C of the RFQ.

33. **Question Asked:** On page 8, Tab 1 - Cover Letter of the RFQ, it states that respondents must include this statement: "[INSERT ARCHITECTURAL SERVICES COMPANY'S NAME] received a copy of the District's form of Architectural Services Agreement ("Agreement") attached as Appendix "A" to the RFQ. [INSERT ARCHITECTURAL SERVICES COMPANY'S NAME] has reviewed the indemnity provisions and professional liability insurance provisions contained in the Agreement. If given the opportunity to contract with the District, [INSERT ARCHITECTURAL SERVICES COMPANY'S NAME] has no objections to the use of the Agreement." Can respondents suggest modifications/exceptions to the Agreement? If so, can we revise the last line of the provided statement to say "...[INSERT ARCHITECTURAL SERVICES COMPANY'S NAME] would like to respectfully request modifications to the Agreement."

Response:

You may suggest modifications to the agreement; however, the appropriate time to do that would be if a firm is selected to perform services on a specific project.

34. **Question Asked:** I attended the on-line pre-bid meeting today. How can I obtain a copy of the PowerPoint presentation and the list of attendees. Thank you. Sunil Gupta OLMM Consulting Engineers

Response:

The presentation is posted to Vendor Registry.

35. **Question Asked:** For the cover letter, who should it be addressed to?

Response:

Please submit the cover letter to the Peralta Community College District, Office of Purchasing, 501 5th Avenue, Oakland, California, 94606.

36. **Question Asked:** We understand that the RFQ does not require subconsultants listed, but that if a non-SLBE prime architecture firm wishes to pick up the 10 points given towards SLBEs, we indicate that we would bring on subconsultants SLBE firms. Could you please confirm the % of the overall design contract that would need to go to SLBE firms, and the information needed to demonstrate our intended compliance.

Response:

A non-SLBE prime architecture firm can only receive up to 8 of the 10 points given towards SLBE's by demonstrating a commitment of 25% of the overall design contract to SLBE firms as documented in a signed SLBE/SELBE Self Certification Affidavit. The Affidavit should be completed by the non-SLBE prime as well as all participating SLBE/SELBE subconsultants.

37. **Question Asked:** In Tab 2, the last and 2nd to last bullet items appear to be the same question. If not, could you please clarify the difference?

Response:

In Tab 2 the last and 2nd to last bullet can be considered the same question.

38. **Question Asked:** In Tab 4, in addition to K-14 project experience, would the District also like to see UC and CSU project experience?

Response:

A firm is allowed to include UC and CSU project experience if they choose.

39. **Question Asked:** Please confirm that we should not include subconsultant material, so the bullet point under Tab 3 that asks us to "Provide similar information for proposed sub-consultants" should be struck from the RFP.

Response:

We believe this question is meant to state Tab 2. Tab 3 does not contain such a statement. In the RFP it states to identify roles and quals of subconsultants. Then it states that if the architect is selected that this is the time to submit resumes of subconsultants. I just want to make sure that resumes for subconsultants is not needed at this time.

40. **Question Asked:** It is requested that we include the resumes of "Project Engineer(s); and Construction Administrator" under Tab 5. The Project Engineer would normally be a subconsultant, and the construction administrator would normally be identified later in the project – is it acceptable not to include these resume?

Response:

The RFP requests that a firm provide resumes for key members within your firm including the Project Engineers and Construction Administrator. Please respond accordingly.

41. **Question Asked:** Is it acceptable to include resumes in an appendix?

Response:

Yes, you may include resumes in an appendix.

42. **Question Asked:** 1. We have been asked to describe our Lease-leaseback required in TAB 3. To save valuable pages do we need to address even though it appears that no projects will be per this delivery? 2. In TAB 5 you have asked for roles and qualifications of sub-consultants. Per the meeting, this is not required? 3. Just to confirm, the cover letter is not included in 12 pages.

Response:

1. Please include all relevant experience including Lease-leaseback as requested in the RFQ.
2. Information related to subconsultants is not required at this time
3. The cover letter does not count towards the 12 page limit.

43. **Question Asked:** With the Friday, September 4 (4:00 PM) Deadline for District answering written questions and the Tuesday, September 8 (4:00 PM) Deadline for Submitting SOQs, can the District please consider extending the deadline by at least 1 or a few business days after September 8, day after Labor Day weekend? Thank you.

Response:

The deadline for submission is September 8, 2020.

44. **Question Asked:** On the Exhibit D Workers Comp form, a company seal is requested at the bottom of the form. If a firm does not have an official seal, can this be omitted?

Response:

Yes.

45. **Question Asked:** In Section 5 "List license numbers, dates, and office addresses." Please clarify the 'date' you seek, is it the date a license was issued?

Response:

This field refers to date license expires.

46. **Question Asked:** Exhibit A Contract o Article 6: Is there any provision for reimbursable expenses? o Article 12, Paragraph 12.1: In Article 10.1 of the agreement the Architect is liable for any consequential damages. Article 12.1 indicates that the District is liable for any consequential damages. can this be stricken from 10.1 to make the clause fair to both parties? o Article 28, Paragraph 28.1: Are change orders that are owner requests, unforeseen conditions and/or Contractor Errors considered an extra service as outlined in Article 7?

Response:

Any discussion of contract terms will be discussed and clarified upon issuance of an agreement for specific projects.

47. **Question Asked:** During the pre-submittal meeting, District stated that resumes and Tab 6 - Litigation are not included in page count. Please confirm in writing. Thank you

Response:

Confirmed, litigation history and resumes do not count as part of the 12 page limit.

48. **Question Asked:** Can you please confirm that hourly rate schedule is not included in page count?

Response:

Confirmed, the hourly rate schedule is not counted as part of the 12 page limit.

49. **Question Asked:** In Tab 4, Relevant experience, in the first bullet point, it asks to provide info on a minimum of 5 projects within 10 years, then asks for the last 5 projects we have completed DSA close-out. Does this mean to include full data for at least 10 projects?

Response:

If you include (5) DSA projects within the last 10 years that have been successfully closed out with certification then you have met the (5) project experience requirement for K-14.

50. BLANK

51. **Question Asked:** May we add the required forms as a separate tab 7?

Response:

Yes.

52. **Question Asked:** As discussed in the pre-proposal meeting, can you confirm that we do not need to include sub-consultants, but if we need to meet SLBE requirements we could include a statement saying how we would work with sub-consultants to meet this requirement?

Response:

Subconsultant information is not required to be submitted as a part of this SOQ. You are allowed to indicate how your firm would coordinate with subconsultants to meet the SLBE requirement.

53. **Question Asked:** Is the required Table of Contents not included in the page count?

Response:

No, the Table of Contents is not counted as part of the 12 page limit.

54. **Question Asked:** We understand that the cover, tabs, table of contents, resumes, exhibits, litigation history and fees do not count towards the 12 page limit. Is it correct that Tabs 1, 3 and 4 are the only sections that count towards the page count? Also, can you please confirm that Tab 2 - Business Information (for both the architect as well as the sub consultants) does not count towards the 12 pages?

Response:

Confirmed, Tabs 1, 3, and 4 are the only sections that count towards the 12 page limit.

55. **Question Asked:** In the meeting, we received verbal confirmation that resumes and litigation history are exempt from the page limit. Please confirm in writing.

Confirmed, litigation history and resumes do not count as part of the 12 page limit.

56. **Question Asked:** Question 11 states that we need to include an Hourly rate schedule; where in the proposal should we submit this and is it exempt from the 12 page limit?

Response:

The hourly rate schedule may be included at the end of the approach section or as an appendix. The hourly rate schedule is not counted as part of the 12 page limit.

57. **Question Asked:** You ask for a cover sheet "identifying any pages that were removed due to proprietary information." Does this provision apply to this SOQ?

Response:

Yes.

58. **Question Asked:** Can you please include and/or identify the insurance requirements for this contract?

Response:

Insurance requirements will be outlined in the agreement provided to firms selected for specific projects.

59. **Question Asked:** Can you please share the pre-submittal meeting's video and slides? Will all the questions answered during the meeting be posted here or issued in writing in an addendum?

Response:

The PowerPoint presentation is posted on Vendor Registry along with those responses to questions officially submitted to Vendor Registry.

60. **Question Asked:** Where shall exhibits C-G be placed? Is it okay to include an appendix?

Response:

They may be included at the back of the SOQ as appendices.

61. **Question Asked:** Will you please consider extending the deadline to September 11 so our team can enjoy the Labor Day holiday?

Response:

The deadline for submission remains September 8, 2020.

62. **Question Asked:** Given the response requirements, would it be possible for you to omit Tab 5, which includes team resumes, and Tab 6, Litigation History, from the 12-page limitation? As an alternative, would it be possible to increase the page limitation generally to enable more complete responses?

Response:

Litigation history and resumes are not counted as part of the 12 page limit.

63. **Question Asked:** We understand that information for subconsultants is not required at this time. If we choose to include subconsultants, can their materials be excluded from the 12-page limit?

Response:

Yes, those materials may be excluded from the 12 page limit.

64. **Question Asked:** Agreement Question - Article 2.10 – the phrase “best skill” indicates the standard of performance required for these services is beyond the “standard of care” for which we are insured. We would suggest changing “best” to “professional”. Furthermore, we would like to clarify that the Architect shall be responsible for discovery of errors or omissions which should have been discovered through the exercise of reasonable care.

Response:

Any questions and clarifications related to the agreement will be addressed once a firm is selected for a specific project.

65. **Question Asked:** Agreement Questions: 1. Article 6 – this provision is silent on standard payment terms. We would suggest including the following requirements: in accordance with Civil Code 3320, payment shall be made to the Architect within 30 days of receipt of a properly submitted invoice; disputed invoices shall be returned to the Architect within 15 days of receipt with a clear description of the nature of the dispute; and past due invoices may accrue interest at the prevailing legal rate. 2. Article 8.1 – we wish to clarify that in accordance with Education Code 17316, reuse of the documents without the participation of the Architect shall be limited to uses related to the maintenance, renovation, or repair of the project or other uses related to this project site. 3. Articles 9.2 and 9.4 – we would ask that in the event of termination, payment should be made subject to the Architect performing such Services pursuant to the terms set forth in this Agreement. 4. Articles 10.2, 10.3, and 10.4 – we wish to clarify that pursuant to Civil Code 2782.8, the Architect would reimburse the District for attorney’s fees and costs of defense in proportion to a finding of negligence, recklessness, or willful misconduct of the Architect. 5. Article 14 – this article states that Insurance

Requirements are stated in Exhibit E but this is not the case, Exhibit E is an EEO certification. Please clarify what levels of insurance would be required by the District.

Response:

Any questions and clarifications related to the agreement will be addressed once a firm is selected for a specific project. The Exhibit being referenced is the Exhibit E in the Agreement not the RFQ.

66. **Question Asked:** On Exhibit G, does Contractor License # refer to our city business license number or principal/contact's architectural license number?

Response:

Contractor's license on Exhibit G refers to the principal's architectural license number.

67. BLANK

68. **Question Asked:** On Exhibit B, what does "(I)Indicate (G) General (L)Limited" refer to?

Response:

If business is organized as a partnership; indicate whether partners named are a general partner or limited partner.

69. **Question Asked:** 2. Will the major projects be required to actually achieve LEED certification through GBCI, --LEED Gold , or at least LEED Silver as in (some of) the past Bond Programs, and recommended by the 2015 Sustainability Master Plan?

Response:

The District will determine, on a project by project basis, if they will pursue LEED Certification. We are currently updating the Sustainability Master Plan.

70. **Question Asked:** 3. The Bond Website shows preliminary conceptual design renderings for some of the Bond projects; are the architects that developed those preliminary plans or designs, assuming they respond and are selected to this POOL, precluded from eventually responding to any RFP for the same project? OR if not precluded, will PCCD level the RFP playing field for any other architectural team wanting to compete against the existing conceptual design or plan for that project, and if so, in what manner?

Response:

If the firm is selected to complete criteria documents for a project, they will be precluded from responding to future RFPs for that specific project.

71. **Question Asked:** 4. Does the District value or have any sustainability goals such as actual LEED certification, ZNE or Zero Net Carbon , or any other energy or green building goals for any of the projects? If so, please provide more specifics.

Response:

The District is currently updating the Sustainability Master Plan.

72. **Question Asked:** 5. Can the District please list and post all the PCCD policies , and green building guidelines, or other technical standards it currently expects its architectural teams to adhere to on the website now? Thank you.

Response:

All consultants are required to comply with the District's BOT policies and administrative procedures. These can be found at the following link:

<https://web.peralta.edu/trustees/bps-aps/>

The District is currently updating the Sustainability Master Plan as well as the District Design Standards.

73. **Question Asked:** Could you please send us all the attendees contact list/ sign-in from the pre-proposal online meeting asap by email? Thanks.

Response:

The attendee sign in sheet is posted on Vendor Registry

74. **Question Asked:** The Vendor -registry website is sometime buggy---not sure we are getting access to all the info in a timely manner. (such as any Q&A responses all together.) Can you please disseminate these by email in a single pdf to all pre-proposal attendees who signed in in the chat? It would be very helpful to refer to as there are so many separate questions. Thank you.

Response:

All responses to questions are only posted to Vendor Registry. There were a total of 74 questions and all have been uploaded.

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