



RFP 2019-001-MR
DESIGN PROFESSIONAL SERVICES
QUESTIONS & ANSWERS NO. 1 &
AMENDMENT NO. 1

Date: June 13, 2018

RFP No.:	2019-001-MR
Proposal Due Date:	June 26, 2018
Time:	2:00 PM MDT
Where:	Los Lunas Schools Administration Offices 119 Luna Avenue P.O. Drawer 1300 Los Lunas, NM 87031

For Additional Information Please Contact:

Michelle A. Romero, Director of Purchasing
505-866-8246 Phone
505-866-8262 Fax
Email: maromero@lsschools.net



**DESIGN PROFESSIONAL SERVICES
FOR
PERALTA ELEMENTARY SCHOOL
RECONSTRUCTION AND REMODEL
RFP NO. 2019-001-MR**

**RFP AMENDMENT NO. 1 &
QUESTIONS & ANSWERS NO. 1
JUNE 13, 2018**

1. Does the District already have an Educational Specification (Ed Spec) to be used for this project? If not, will this need to be procured and completed prior to proceeding with full design, since PSFA typically requires that an Ed Spec be in place prior to architectural design?

ANSWER: Yes, the district has an Educational Specification for this project.

2. Is Landscape Architecture (planting and irrigation design) to be included in our proposal?

ANSWER: Yes.

3. Is I.T./Fire/Security design to be included, or will the design be completed by a third party hired by the District?

ANSWER: Yes, these items are included in the scope of work. Please refer to RFP Section IV. A. DETAILED SCOPE OF WORK.

4. Can you share who is on the selection committee?

ANSWER: No. The evaluation process is confidential until after award.

5. Wasn't Peralta ES included in the last project / RFP of yours? What happened with that?

ANSWER: The most recent RFP for design professionals was inclusive of several projects throughout the district including the re-roofing of three buildings at the Peralta Elementary School.

6. Will the RFP be amended to indicate that it is for early assistance with project scope and funding, rather than full design? Or will this selection result in a contract for both early assistance and full design?

ANSWER: This RFP is for full design only, there will be no early design assistant required.

7. Will the architect selected for this phase be given the option to continue on to full design, or will a separate RFP be issued to select the architect for design services?

ANSWER: See answer to number 6.

8. Will the architect that is selected for this phase be precluded from providing full design services, since PSFA typically does not allow firms involved in early planning efforts to be selected for design?

ANSWER: See answer to number 6.

9. If all the funds needed to build the entire school (for 500) are not immediately available, is there the possibility that the construction work will be phased?

ANSWER: The building size related to occupancy has not yet been determined. Although 500 is a typical number used for elementary schools the Public School Facilities Authority (PSFA) will make that determination if and when Los Lunas Schools is awarded the funding.

10. Has the District considered making the improvements to the temporary campus (DFES/Old Century High) a separate project?

ANSWER: No. If it is determined that a temporary campus is needed, it will be included in the same project.

11. Is this project contingent upon funding from the PSFA?

ANSWER: Yes. The District is now in the process of requesting funding for this project from PSFA. We anticipate that the funding awards will be announced in September 2018. If the LLS District is successfully awarded the funding, the project will begin immediately and require the services of the awarded Design Professional from RFP 2019-001-MR. Please also refer to Amendment of Section I. A. Purpose of this Request for Proposal, Paragraph 2, which has been amended as seen in number 8 below.

RFP 2019-001-MR is hereby amended as follows:

1. Cover page: Deadline for Receipt of Proposals:

WHICH READS: June 26, 2018 Time: 2:00PM MST

IS AMENDED TO READ: June 26, 2018 Time 2:00 PM MDT

2. Page 3- Section I.D. paragraph 2 – BACKGROUND SUMMARY:

WHICH READS: District enrollment for the 2017/18 school year is projected to be over 8500 students in grades K-12.

IS AMENDED TO READ: District enrollment for the 2018/19 school year is projected to be over 8500 students in grades K-12.

3. Page 3- Section II. A. SEQUENCE OF EVENTS:

WHICH READS: 2. Pre-Proposal Conference, Time: 10:00AM MST

IS AMENDED TO READ: 2. Pre-Proposal Conference Time, 10:00AM MDT

4. Page 3- Section II. A. SEQUENCE OF EVENTS:

WHICH READS: 5. Submission of Proposal, Offerors Time: 2:00PM MST

IS AMENDED TO READ: 5. Submission of Proposal, Offerors Time: 2:00PM MDT

5. Page 9- Section III, Paragraph C. – PROPOSAL FORMAT: (in listed items)

WHICH READS: Completed Campaign Contribution Disclosure Form (Provided at the end of this RFP)

IS AMENDED TO ADD: Completed Campaign Contribution Disclosure Form (Provided at the end of this RFP) shall be submitted in a sealed envelope and included only in the original binder.

6. Page 11- Section III Paragraph 3.

WHICH READS: Projects Listing Form-

IS AMENDED TO READ: Projects Listing Form also known as Attachment 1 of this RFP.

7. Page 12- Section IV.1 – Project(s) are as follows: 1. Peralta Elementary Construction/Remodel

WHICH READS: Site Address: 3645 NM Highway 47, Peralta, NM 87031

IS AMENDED TO READ: Site Address: 3645 NM Highway 47, Peralta, NM 87042

8. Page 1 – Section I. A. PURPOSE OF THIS REQUEST FOR PROPOSALS

WHICH READS: The (District) is requesting proposals for Design Professional services to perform the scope of work described herein. All potential Offerors are encouraged to read this Request for Proposals carefully, especially mandatory requirements.

The District, and in cooperation with the Public School Facilities Authority (PSFA) for certain projects, anticipates funding to administer the projects described in Section IV, Detailed Scope of Work. The District owns the present facilities and may enter into a Joint Powers Agreement (JPA) with the PSFA to oversee the deficiency correction work and/or PSCOC work which will be applied to the site(s). In general, the work

incorporates assisting the Owner with possible site selection, programming, schematic design, design development, construction documents, bidding and construction administration of projects outlined in the District's Facilities Master Plan. Portions of the work may also include funding and oversight of the project by the PSFA.

(See Section IV for detailed scope of work.)

IS AMENDED TO READ: The (District) is requesting proposals for Design Professional services to perform the scope of work described herein. All potential Offerors are encouraged to read this Request for Proposals carefully, especially mandatory requirements.

The District, and in cooperation with the Public School Facilities Authority (PSFA) for certain projects, anticipates funding to administer the projects described in Section IV, Detailed Scope of Work. **This project is contingent upon funding and may be phased depending on available funding.** The District owns the present facilities and may enter into a Joint Powers Agreement (JPA) with the PSFA to oversee the deficiency correction work and/or PSCOC work which will be applied to the site(s). In general, the work incorporates assisting the Owner with possible site selection, programming, schematic design, design development, construction documents, bidding and construction administration of projects outlined in the District's Facilities Master Plan. Portions of the work may also include funding and oversight of the project by the PSFA.

(See Section IV for detailed scope of work.)

END OF AMENDMENT NO. 1 – Proceed to Acknowledgement of Amendment No. 1

ACKNOWLEDGEMENT OF AMENDMENT NO. 1

DESIGN PROFESSIONAL SERVICES FOR LOS LUNAS SCHOOLS PERALTA ELEMENTARY RECONSTRUCTION

Los Lunas Schools RFP 2019-001-MR

In acknowledgment of receipt of this Request for Proposal (RFP) the undersigned agrees that he/she has received a complete copy, consisting of twenty-five pages and Amendment No. 1 dated 06/13/2018.

The acknowledgment of receipt MUST be signed and returned with your RFP proposal package on or before June 26, 2018, 2:00 PM MDT.

FIRM: _____

REPRESENTED BY: _____ TITLE: _____

E-MAIL ADDRESS: _____

PHONE NO.: _____ FAX NO.: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SIGNATURE: _____ DATE: _____

Please return to:

Michelle Romero
Los Lunas Schools. 119 Luna Avenue
PO Drawer 1300
Los Lunas, NM 87031
Phone: (505) 866-8246
Fax: (505) 866-8262