



Project Development Unit
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**Addendum #01 to
 On-Call Architectural/Engineering Design and Space Planning
 Services**

	ADDENDUM #01
	Project Development Unit, 555 County Center 2 nd Floor Redwood City, CA 94063
	RFP/IFB: On-Call Architectural/Engineering Design and Space Planning Services
	Date: October 25, 2023

To All Proposers:

INTENT:

This Addendum is issued by the County of San Mateo to provide for modification and clarification of the RFP On-Call Architectural/Engineering Design and Planning Services released October 18, 2023. The County intends to issue another addendum to answer further questions by November 3, 2023. Proposers shall ascertain prior to submitting Proposal that it has received all addenda issued. Include the Addenda Acknowledgement Form with your response. For brevity, similar questions were combined in this addendum.

In the event of a conflict between the terms and provisions of this Addendum No. 1 and the terms and provisions of the RFP On-Architectural/Engineering Design and Planning Services, the terms and provisions of this Addendum No.1 shall control. In all other respects, the RFP shall remain unchanged and in full force and effect.



DocuSigned by:

 EE1B7E4B372C432

Sam Lin, Director

Oct-27-2023 | 13:21 PDT

Date

A. CHANGES & CLARIFICATIONS:

	RFP Section	Change
1	Section IV – General Terms and Conditions, Questions & Responses Process	Delete reference to Sam Lin. Questions are to be submitted to Paul Hundal at ahundal@smcgov.org
2	Section III – Minimum Qualifications	<p>Proposers have the option to apply for the General on-call Architectural/Engineering Services. The qualifications for this option are outlined in Section A Core Consultant Minimum Qualifications</p> <p style="text-align: center;">AND/OR</p> <p>Proposers can apply to be considered for the Fire Station #59 project. The qualifications for this option consists of Section A – Core Consultant Minimum Qualifications AND Section B – Fire Station #59 minimum Qualifications.</p> <p>Please indicate in your cover letter if you are applying for the General on-Call Architectural Services and/or Fire Station #59</p>

B. QUESTIONS & RESPONSES

	QUESTIONS	RESPONSES
1	<p>On page 8 of the RFP document, we are asked to provide the following specialty consultants:</p> <ol style="list-style-type: none"> 1. Cost Estimating 2. CASP Certification 3. Building Commissioning 4. Historic Preservation 5. Interior Design 6. Roofing/Waterproofing/Exterior envelope 7. Signage & Wayfinding 8. Vertical Transportation 9. Fire Protection 10. Acoustical Engineering 11. Audio, Visual, Telecom, IT Security 12. Lighting design 13. Specification Writing 14. Rendering/Modeling 15. Food Services <p>However, on page 18 of the RFP document, we are asked to list the following consultants:</p> <ol style="list-style-type: none"> a. Structural Engineering b. Mechanical/Electrical/Plumbing and Fire Protection Engineering c. Security – Physical and Electronics d. Elevator Design e. Civil Engineering f. Acoustical / Audio-visual Design g. Landscape Architecture h. Quality Control i. Technology <p>Please clarify which consultants you would like to see.</p>	<p>Disregard the list of subconsultants required in Section VI – PROPOSAL SUBMITTAL REQUIREMENTS D – Tab 1 Qualifications item 5)</p> <p>INSTEAD list the 15 Specialty Consultants required in page (8) Section C:</p> <ol style="list-style-type: none"> 1. Cost Estimating 2. CASP Certification 3. Building Commissioning 4. Historic Preservation 5. Interior Design 6. Roofing/Waterproofing/Exterior envelope 7. Signage & Wayfinding 8. Vertical Transportation 9. Fire Protection 10. Acoustical Engineering 11. Audio, Visual, Telecom, IT Security 12. Lighting design 13. Specification Writing 14. Rendering/Modeling 15. Food Services
2	<p>On page 9, Section A, item 3, the RFP document states that, “Must have completed the design and construction of (2) public/civic buildings in the Bay Area within the past 10 years. Projects must have a construction value of no less than \$30 million each.”</p> <p>On page 19 of the RFP document (under Tab 3 Project Experience), we are asked to “provide a list of relevant projects completed by the firm in the past five (5) years, including at least two (2) public or civic projects ... with a total project construction cost of \$8 million or more.”</p>	<p>Disregard the project requirements listed in page 19 Under Tab 3 Project experience and instead follow the requirements listed in on page 9 Section III - MINIMUM QUALIFICATIONS Section A</p>

San Mateo County Project Development Unit
On-Call Architectural/Engineering Design and Space Planning Services

Addendum #01
October 25, 2023

3	Please clarify whether projects should have been completed in the past 5 years or the past 10 years, and whether the cost threshold is \$30 million or \$8 million.	See response to Question #2
4	Please clarify what you mean by Project Plan under Tab 2 – Philosophy and Service Model, item 2 (page 19)	A Project Plan describes how your firm would provide services to fulfill the County’s services. Note that provide such a plan is optional
5	In Section VI A, page 17, it states “submit to the County Contact Person in the form of one (1) digital submittal. Clearly mark on the sealed envelope the title of this RFP”. Please clarify what is meant by digital submittal (thumb drive, cd etc.) and/or whether you expect a hard copy in a sealed envelope as well.	Disregard the reference to a requirement to submit a sealed envelope. Only digital responses are required
6	Can you share a list of anticipated projects under this solicitation and associated timeframes?	The nature of on-call services is to allow the County to use consultants to plan future capital projects or quickly deliver projects to meet the unexpected needs of the County, including emergency work. At the moment Fire Station #59 is the only project that has secured funding and preliminary approvals.
7	Around how many firms do you expect to select for the on-call services?	The County expects to award (3) contracts
8	Who was on the previous list of on-call architects?	Dreyfuss + Blackford Architecture KMD Architects LDA Partners Designers & Architects Taylor Design WLC Architects

San Mateo County Project Development Unit
On-Call Architectural/Engineering Design and Space Planning Services

Addendum #01
October 25, 2023

9	Is it acceptable to use a contact from the County of San Mateo as one of our firm's references? (meaning if we are showing a project our firm completed with the County are we allowed to use that County employee as one of the three references required).	Yes
10	Please clarify what San Mateo County considers to be key/core roles for the purpose of subconsultant resumes?	The lead architects and engineers that are part of the Core Disciplines
11	Please confirm that resumes are not included in the overall page count?	Resumes are excluded from the (50) page limit
12	If the proposer chooses to include resumes for all disciplines, is it acceptable to include these in appendices?	Yes
13	Does Attachment A need to be completed and included in the appendices section?	Yes
14	If the selected team is providing, say, space planning scope as part of the IDIQ, would they be precluded from pursuing the full project scope, if the County issues it as an RFP outside the IDIQ process?	Yes
15	(TAB 5 Proposal Fee and Professional Rates) Please clarify what is to be provided in the fee schedule requested, considering that the scope and schedule of individual Tasks is not known.	Provide billing rates for the Core Disciplines
16	(page 8) Please confirm if we need to provide qualifications for the Specialty Disciplines listed?	No need to provide qualifications, simply provide the name of the firms

San Mateo County Project Development Unit
 On-Call Architectural/Engineering Design and Space Planning Services

Addendum #01
 October 25, 2023

17	If the number and scale of on-call project design services, exceeds the \$3M NTE limit, will PDU be able to increase the \$3M cap?	The County has the ability to modify the contract amount at its sole discretion
18	Is it PDU's intention for Fire Station #59 to pursue Zero Net Energy?	The County has not made this decision.
19	Are we required to provide a separate fee for fire station #59 based on the descriptions mentioned in Section II A	No
20	What level of LEED Certification, if any, will be required for the projects?	Sustainability goals will be determined during the programming phase of each project

C. ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

Please indicate receipt of addenda by filling in the appropriate Addendum number and filling in the date received below. Include a copy of this form as an appendix to your response.

Addendum No. _____

Date Received: _____

Addendum No. _____

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