



PROPOSITION A 2016 BOND PROGRAM
ARCHITECTURAL SERVICES
REQUEST FOR QUALIFICATIONS
DECEMBER 5, 2016

ADDENDUM NO. 02

RFQ Questions:

1. How will the fees be structured for the small projects valued under \$4 million? The deliverables are the same as with a large project. Will a 15% fee be considered?
 - a. Once the Firm has been assigned a project, fees will be negotiated based on the project-specific scope of work, and not on any predetermined percentage basis.
2. It appears that you are looking for a specific IT consultant separate from an Electrical Engineer. Our Electrical Engineer has worked through SFUSD IT requirements successfully in the past. Do you anticipate the District's IT needs changing from what is in the District Standards? Would you consider our Electrical Engineer as our IT consultant or do you want a specialized IT consultant?
 - a. As the 2016 Bond has an enhanced IT component, it is the District's intent for each Firm to provide an IT consultant separate from the Electrical Engineer. If you do not provide an IT consultant, please explain your approach for providing these specialized IT assessment and design services.
3. What will be the selection process for the Arts Complex under the Bond A program? Will there be a difference in the selection process of teams for small, modernization projects vs. the selection for bigger projects, like the Arts Complex?
 - a. The architect for the Arts Complex will not be selected from this pool; it will be a separate selection process. The District will determine all assignments based on the qualifications of the Firm once the pool has been selected.
4. At the RFQ meeting it was suggested that Information Technology might get its own RFQ. Does the District want us to list an IT consultant on our team, or leave it to the District to contract for IT services?
 - a. It will be the Architect's responsibility to provide specialized IT assessment and design services. Also see response to Question #2 above for more information.

5. In the RFQ it appears that each question has a suggested page limit from a half page to two pages, with a full section page limit which adds up to each questions total page limit. For each question, are we required to answer in the half page to two pages stated, or as long as we meet the overall section page requirement, it is acceptable to allocate our space as we wish?
 - a. The page limits stated are suggestions and can be modified as necessary, as long as you abide by the overall page limit in each section.
6. Is the District willing to accept the Architect's use of an Excess/Umbrella Liability policy, in order to meet the limits for commercial general liability, automobile liability and employment practices liability as stated in Article 1, 6. Insurance Requirements, if necessary?
 - a. Yes.
7. Under Article III, 4. d. the District requests the name of the firm's insurance carrier. Because we are insured with more than one carrier for our insurance needs, is there a specific insurance type that the District would like us to provide this information for?
 - a. You are only required to list one insurance carrier for this section.
8. In what section of the submittal would the District like comments on the agreement to be placed?
 - a. Please provide any comments on a sheet of paper separate from the main proposal.
9. Is it acceptable to convert Attachment A into our own format?
 - a. Yes, Attachment A is an example; you may use your own format to convey the required information in a similar way.
10. On page 6 under insurance requirements, No. 6 is Pollution Legal Liability Insurance. Is this a requirement for architectural firms when we are not involved with any hazardous substances? These items are usually contracted with a Hazmat consultant.
 - a. Yes. It is a new SFUSD policy for all consultants to include this coverage.
11. In Section 2. h) 13, regarding Firm's DVBE approach to participation, other than the 1/2 page statement, is the State's Attachment Form 9 showing Good Faith Efforts and the related attachments of contacts, required to be included in the RFP package or in one of the envelopes?
 - a. No.
12. Will the Green Schoolyards Program be included as part of this RFQ?
 - a. The Green Schoolyards Program will be rolled into the modernization scope and will be under the project Architect's direction. On those projects where Green Schoolyards are included in the modernization scope, a District-approved landscape architect will be required as a part of each Firm's team.

-- End of Addendum No. 2 --