



**PROPOSITION A 2016 BOND PROGRAM  
CONSTRUCTION MANAGEMENT SERVICES  
REQUEST FOR QUALIFICATIONS  
JANUARY 2017**

**ADDENDUM NO. 1**

**RFQ Questions:**

1. In Section A.6. Insurance Requirements, item a) states, “Please include the name of your Firm’s/joint venture teams insurance company(s) in your proposal.” Please clarify where to include this information and if it is excluded from the page count.
  - Provide one copy (1) insurance information in the sealed envelope
  
2. In Section C. Content of Proposals and Evaluation Criteria, items 1. Introductory/Cover Letter through 4. Program Approach and Understanding have maximum page lengths. Items 2 through 4 have several lettered items with page designations assigned. Are these page designations also maximum lengths, or suggested lengths? For example, if item 3.a. “Full name and address of the firm or team” is shorter than the 1 page given, can firms “apply” the remaining page space to items b. through h.?
  - Each Firm must provide all requested information and not exceed the overall page count per section as follows:
    - Section 1 - 1 page max
    - Section 2 - 10 pages max.
    - Section 3 - 10 pages max
    - Section 4 - 5 pages max
    - Section 5 - 1 page max
    - Section 6 - 1 page maxTotal = 28 pages max.
  
3. Section A.1. Overview asks for seven bound copies, 1 digital file and supporting materials in sealed envelope. Section C.7. Confidential Information requests 7 copies of the supporting materials in a separate sealed envelope. Please clarify if the District wants 1 copy of the supporting materials or 7 copies. If 7 copies are requested, can firms submit each copy in a separate envelope? Our financial statement exceeds 100 pages and one envelope cannot contain 7 copies of it.
  - One (1) copy of supporting material is required in a sealed envelope - no page limit. Revise C 7. - Confidential information to read - only one (1) copy required.

4. **Section A.1. Overview states that the SOQ have a maximum length of 28 pages excluding resumes, references and billing schedules. The end of Section C states that the SOQ have a maximum length of 28 pages, excluding resumes and confidential information. Please re-confirm all items excluded from the 28 page limit.**
  - **Revise 1. A - Max length of SOQ is 28 pages. Requested billing rates & DVBE page counts are included in the 28 max pages.**
  - **The following items are excluded from the page 28 page count:**
    - **Insurance information, statement of claims and financial statement. Provide one copy of each in a separate sealed envelope**
    - **Resumes and reference letters. These should be included in the SOQ as a separate exhibit.**
5. **In Section C.2. Team Experience, item a) states, “Discuss your team's past experience over the last five (5) years of working on complex CA T-K thru K-14 school renovation programs.” The corresponding item on the Evaluation Criteria Scoring Sheet states, “Discuss experience related to Pre K and K-12 schools.” Please confirm that item a) can included K-14 experience.**
  - **T-K, Pre-K and K-14 experience can be included as acceptable experience.**
6. **In Section C.3. Professional Qualification, item h) states, “Explain your project team’s ability to deliver the necessary staffing required to successfully deliver construction management services for at least two (2) construction projects (\$5 - \$10M) running concurrently.” The corresponding item on the Evaluation Criteria Scoring Sheet states, “Explain your project team’s ability to deliver the necessary staffing required to successfully deliver construction management services for at least three (3) projects running concurrently.”**
  - **Explain your team's ability to manage at least two (2) construction projects running concurrently and ranging around the \$5 M - \$10 M range.**
7. **In Section C.3. Professional Qualification, item f) states, “Firm’s Current Work Commitments. Specify the current and projected workload of Firm and describe Firm’s ability to complete the Services as required herein. Resume should identify the role that team member functioned on project.” Please confirm that the last sentence regarding resumes applies to item g) in Section C.3.**
  - **Yes. The last sentence pertains to g) in Section C.3. regarding resumes and not f) Firm's current work commitments.**
8. **Would the District permit the inclusion of letters of reference? If yes, are these excluded from the count?**
  - **Reference letters can be included in the SOQ but are not required. Reference letters, if submitted, should be included in the SOQ as a separate exhibit similar to the resumes.**

-- End of Addendum 1 --