



**PROPOSITION A 2016 BOND PROGRAM
PROGRAM PLANNING AND DESIGNMANAGEMENT
REQUEST FOR QUALIFICATIONS
NOVEMBER 1, 2016**

ADDENDUM NO. 01

RFQ Revisions:

1. Replace Insurance Requirements, Section A6,c with the following:
 - a. Workers Compensation (statutory limits)
 - b. Commercial General Liability (\$2 Million per occurrence)
 - c. Commercial Automobile (\$1 Million per occurrence)
 - d. Professional Liability (\$2 Million per occurrence)
 - e. Pollution Legal Liability (\$2 Million per occurrence)
 - f. Employee Liability (\$1 Million per occurrence)

RFQ Attachment:

1. A copy of the "Independent Consultant Contract" is attached for information purposes only. This will be the contract form used in contracting with the selected Firm.

RFI Responses:

1. **Question:** How many hard copies of the SOQ are required?
Response: Six (6) bound hard copies of the SOQ and one (1) copy of financial statement and claims information in a sealed envelope are required.
2. **Question:** What information is required for the claims information?
Response: Provide a complete listing of the formal (written) claims presented to the Firm, joint venture partners, outside consultants and/or subcontractors in the past five years. For each claim provide:
 - a. The name of the claimant
 - b. A brief description of the claim.
 - c. The dollar value of the claim
 - d. Whether the claim was accepted, rejected, or if settlement of any type was made in full or part without admission of guilt or negligence. If handling of the claim is still in process, clearly indicate "resolution pending".
 - e. End the list with statement: "Under penalty of disbarment I certify this list to be complete and accurate." Have the statement dated and signed by a company principal or senior representative.

- f. In the case that the firm, joint venture partners, outside consultants, and/or subcontractors as a group do not have any errors or liability claims presented in the past five years submit the statement "Under penalty of disbarment I certify that firms, joint venture partners, outside consultants, and/or subcontractors represented by this Qualifications do not have any claims associated with errors or liability in the past five years." Have this statement signed and dated by a company principal or senior representative.
3. **Question:** Do any proposed projects in the 2016 Prop A Bond depend on state funding?
Response: No. All work will be covered by the 2016 Prop A Bond.
4. **Question:** Will the proposed Arts Center be included in the PPDM scope of services.
Response: No.
5. **Question:** RFQ Schedule (D) dates for: shortlist notification, interviews and Board Approval all indicate the year 2016. Is this correct?
Response: No - the year should be 2017.
6. **Question:** On page 3 of the RFQ, the second bullet in A. Overview states, "Length of SOQ - max 30 pages, single sided (excluding resumes, references and billing schedules)." Do the references referred to under the exclusions correspond with the information requested in item b) under 2. Firm Experience on page 6 of the RFQ or in item f) under 3, Professional Qualifications? If the former, are the letters of reference requested in item f), excluded as well?
Response: The list of references requested in item b) under 2 are included in the 10 page limitation for this section and will count against the page count. The reference letters requested in item f) under 3 ARE NOT counted against the page limitation.
7. **Question:** On page 5 of the RFQ, Section 6. a) "Please include the name of your Firm's insurance company in your proposal." Please clarify if a statement of a firm's insurance company's name in the cover letter will suffice, or if the District is looking for the inclusion of certifications of insurance. If the latter, please confirm these will be excluded from the page count.
Response: Only the name of insurance carrier(s) is required - Certificates are not required. Do not provide this information in the cover letter. Provide name of insurance carrier(s) in a separate one page attachment.
8. **Question:** Page 7 of the RFQ, d) under 3. Professional Qualifications states, "Provide a statement of Firm's financial resources. Include a certification of correctness of Firm's statement of financial resources (provide in a separate sealed envelope)." Please clarify:
a) If this refers to a financial statement and what would suffice for a certification of correctness and
b) Confirm that this is excluded from the page limit and that only one copy is to be provided.

Response: a) Statement of Firm's financial resources shall include a full set of financial statements for your most recent complete fiscal year accompanied by either an audit or review report prepared by an independent Certified Public Accountant. Compiled or internally prepared financial statements will not be accepted. Certification of correctness may be a letter signed by an officer of the Firm with the authority to certify that the financial statement provided is correct.

b) Confirmed