

ADDENDUM NO. B

April 22, 2020

PREQUALIFICATION DOCUMENTS

FOR

UNDERGRADUATE TEACHING AND LEARNING FACILITY

PROJECT NO. 950587

CONTRACT NO. 950587-PSA-2020-96



The following changes, additions, or deletions shall be made to the following documents as indicated for this Project; and all other terms and conditions shall remain the same.

1. REQUEST FOR QUALIFICATIONS

Replace the Request for Qualifications with the one issued in this Addendum.

2. QUESTIONS & ANSWERS

BID RFI No.	QUESTIONS / ANSWERS
1-2	<p>Question: Please verify of the University's preferred format is 8.5 x 11 inches portrait. Are other sizes and layouts acceptable such as 8.5 x 14 inches landscape?</p> <p>Answer: Any standard sheet size is acceptable but the prequalification material will be reviewed digitally.</p>
1-3	<p>Question: Is the most recently completed UCR DPP a matter of public record?</p> <p>Answer: A portion of the scope of work for this procurement is the DPP.</p>
1-4	<p>Question: Are any science labs included in the program?</p> <p>Answer: Instructional science dry and wet labs are likely included but the need will be determined by programming. Other lab spaces include (but not limited to) Art Studios, Dance Performance Spaces, Music Performance Spaces and Computer Labs and will also be determined by programming. This facility however, will not include research labs.</p>
1-5	<p>Question: The RFQ states that the selected entity is to start work immediately. Are collaboration, programming, faculty, and staff interviews planned to be digitally / not in person?</p> <p>Answer: Meetings, programming workshops and interviews will be conducted virtually, via Zoom while stay home orders are in place.</p>
1-6	<p>Question: Will the team be able to visit the existing facilities during programming if the stay home order is still in place?</p> <p>Answer: Possibilities of site visits will depend on the current state of the stay home orders at the time of request.</p>
1-7	<p>Question: Under II.E Schedule, 4 weeks is identified for consultant selection. Does this 4 week period start from the RFQ submission on May 1st or from the interviews scheduled for the week of May 25th?</p> <p>Answer: The 4 week period will begin on May 1st however, UCR reserves the right to change the consultant selection schedule based on the quantity of prequalification packages that are received.</p>

<p>1-8</p>	<p>Question: Under II.E Schedule, 12 weeks is listed for Program Definition and Criteria development.</p> <ul style="list-style-type: none"> • Please confirm this 12 week period is for both the Phase I and Phase II (Basis of Design) scope of services (excluding support and peer review throughout the Design-Build procurement and process). • Please confirm if the 12 weeks is intended to include the University review and A/E team finalization of the Detailed Project Program and Design Criteria documents? Or, if the 12 weeks is to develop draft documents, with University review occurring subsequent to the 12-week time period? <p>Answer: The estimated duration of the Detailed Programming Effort is 16-20 weeks including a 2 week UCR review period.</p>
<p>1-9</p>	<p>Question: Schedule: Does the project require any further submission to, review by, and/or approval of the UC Board of Regents?</p> <p>Answer: This scope of work does not include Regent approval items.</p>
<p>1-10</p>	<p>Question: Scope of Services: If a UC Board of Regents submittal is required, does UCR desire or anticipate additional graphics from the DPP team, such as conceptual renderings, conceptual floor plans, and/ or a Regents Graphics Submittal Package?</p> <p>Answer: See Answer to question 1-9</p>
<p>1-11</p>	<p>Question: Has UCR identified a preliminary list of departments and/or programs to be housed in the new facility? If yes, can the list be shared during this RFQ process for incorporation into schedule and workplan information? Specifically, how many different departments and/or programs and who they are?</p> <p>Answer: A preliminary list has not yet been determined. We anticipate that there will be a mixture of departments represented from CNAS, CHASS, and BCOE. Section 2D of the RFQ- Scope Description states that one of the consultant tasks will be to analyze campus instructional space utilization to inform program development.</p>
<p>1-12</p>	<p>Question: II.D.7 notes that “performance standards must be in accordance with UCR specifications.” Does UCR have a complete and up-to-date Campus Standards Specifications?</p> <p>Answer: Yes, campus standards are currently being finalized</p>

<p>1-13</p>	<p>Question: RFQ Submittal forms:</p> <ul style="list-style-type: none"> • Pages 12, 13, 14 of the PDF comprise Attachment A “Qualifications Submittal Forms”, page 17 is the “Declaration”, and page 20 is Attachment C “UC Consultant Experience Form”. These forms are not included in the RFQ Submittal Format outline provided. • Please clarify how these forms should be organized within the submittal. Should all the forms be included under one “Forms” tab? Should separate tabs for Attachment A, Attachment C, and Declaration be provided? Where should the forms occur within the submittal (e.g. beginning, end, etc. of the document) <p>Answer: Please create separate tabs for Attachments A & C. The Declaration is part of Attachment A so please include it in its respective tab. It is preferable that these items are placed in the front of the submittals, but it is not required.</p>
<p>1-14</p>	<p>Question: Can the insurance form be completed by our insurance broker instead of our insurers? (The insurance broker is licensed and placed the insurance policies on our behalf.)</p> <p>Answer: Yes.</p>
<p>1-15</p>	<p>Question: Project Schedule. Please clarify project schedule, the following scope of services is noted in page 4, ‘The University intends to award a Professional Services Agreement (PSA) for phased services. Phase 1 will include the development of the Detailed Project Program (DPP) to include written documentation that illustrates and justifies the space requirements. Phase 2, to be authorized separately, will include the development of the Basis of Design, to consist of Design Criteria and Technical Criteria’. In addition, the following schedule is noted on page 6, ‘Program Definition and Criteria Development: 12 weeks’. - Is it the intent of the University to complete both phases in the indicated 12 week time span, including negotiation for phase 2?</p> <p>Answer: The scope of this procurement is for phase 1 which is for the DPP only. The commencement of phase 2 is still yet to be determined. Please see answers to questions 1-7 and 1-8 for more information.</p>
<p>1-16</p>	<p>Question: On page 10, Section 3, item 1B limits 2 images per project shown. Section 3.3 asks for work product examples demonstrating design responses and graphic abilities. Are the work product examples in addition to the two project images?</p> <p>Answer: There is an 80 page limit (including all appendices and references) on the document to demonstrate design response and graphic abilities with no limits on images.</p>
<p>1-17</p>	<p>Question: The 2-image limit on projects in Section 3 may make it difficult to explain/illustrate key relevance points, and also include meaningful work product examples. Is the University willing to reconsider?</p> <p>Answer: See answer to question 1-16 for more information.</p>

<p>1-18</p>	<p>Question: As part of the relevant project experience section, will the University accept examples of DPP/Criteria for projects not yet constructed?</p> <p>Answer: Yes, DPPs for projects not yet constructed are acceptable but should be commissioned projects that can be validated by a client.</p>
<p>1-19</p>	<p>Question: Please clarify what scope is included in the 12-week anticipated schedule for Program Definition and Criteria (as stated on page 6, Section E SCHEDULE). Does it include Phase I Scope (items # 1 - #6) and Phase 2 BOD Scope (Item # 7 Design and Technical Performance Criteria) or only the Phase 1 Scope (items # 1 - #6)?</p> <p>Answer: Please see answer to question 1-15 for more information.</p>
<p>1-20</p>	<p>Question: In the 12-week schedule how much time is anticipated for review and approvals by the University?</p> <p>Answer: Please see answer to question 1-8 for more information.</p>
<p>1-21</p>	<p>Question: What is the schedule for the Design Build Procurement/Competition process? If necessary, does the University plan to conduct it during Work-From-Home requirements?</p> <p>Answer: The schedule for Design-Build procurement is not determined. We are only funding the Programming phase presently. Please see answer to question 1-15 for more information.</p>
<p>1-22</p>	<p>Question: What academic departments will the classrooms, studios, and class laboratories serve?</p> <p>Answer: Please see answer to question 1-11 for more information.</p>
<p>1-23</p>	<p>Question: What types of instructional class labs are proposed, for example, wet, bench type labs and/or computer labs?</p> <p>Answer: Please see answer to question 1-4 for more information.</p>
<p>1-24</p>	<p>Question: Are supplemental materials allowed as an Appendix- such as completed examples of programming deliverables?</p> <p>Answer: Please see answer to question 1-16 for more information.</p>
<p>1-25</p>	<p>Question: What will be the interview format?</p> <p>Answer: Please see answer to question 1-5 for more information.</p>
<p>1-26</p>	<p>Question: Page 21 of the RFQ is referencing the PSA as the contract to be executed for the Master Architect scope of work. Can you confirm we will not be using the Master Architect design-build form of agreement attached?</p> <p>Answer: The successful firm will be issued a PSA as the agreement for this work.</p>

<p>1-27</p>	<p>Question: Should the SOQ be sent electronically to Betty Osuna or delivered on a USB Drive or CD? If delivered, please provide the overnight delivery address.</p> <p>Answer: A link has been provided to each firm to upload RFQ Submittal. If any firms did not submit a Notice of Intent, but plan on submitting a response to this RFQ, they must contact betty.osuna@ucr.edu for a link so that they can ensure timely delivery of their submittal as hardcopies are not being accepted at this time. The University reserves the right to ask for hardcopies from the firms selected to participate in interviews.</p>
<p>1-28</p>	<p>Question: Should the UCR Capital Programs Form: University of California Consultant Experience Form be completed by the Lead Firm ONLY or ALL Team Member Firms? Where in the submittal should this form be placed?</p> <p>Answer: The form should be completed by all team-member firms and should be placed in the document where it can easily be found or it's own tab.</p>
<p>1-29</p>	<p>Question: Can you share a document such as a Capital Planning Space List for the project that might have been included in a Project Planning Guide? This may give us a better understanding of the type and nature of the building uses.</p> <p>Answer: No</p>
<p>1-30</p>	<p>Question: Can you provide any information regarding the types and extent of the laboratories? Wet? Dry? Teaching? Research? Physical Sciences? Life Sciences? Engineering? Electrical Engineering?</p> <p>Answer: Please see answer to question 1-4 for more information.</p>
<p>1-31</p>	<p>Question: If possible please clarify the term "instruction lab" referenced in the request for qualifications.</p> <ul style="list-style-type: none"> a. Wet labs b. Dry labs c. Electrical Labs d. Chem Labs e. Maker space labs f. To be determined by way of the DPP <p>Answer: Instructional Lab (UCOP terminology is Class Lab): A room used primarily for regularly or formally scheduled classes which requires special-purpose equipment or a specific room configuration for student participation, experimentation, observation, or practice in an academic discipline.</p>
<p>1-32</p>	<p>Question: Does the university desire to see quals for a lab planner consultant as part of this proposal?</p> <p>Answer: Yes</p>

1-33	<p>Question: In reviewing the insurance declaration form, it states “willing to provide the insurance listed above in Section 3.A. of this RFQ/RFP Qualification”. I am not finding that section. Is it referring to 2.1? I have attached the pages for your reference.</p> <p>Answer: 3.A is a typo, it should read as 2.1 of the Qualification Submittal.</p>
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END OF ADDENDUM