

ADDENDUM NO. 1

Date: May 4, 2018

**2075 – Request for Qualifications & Proposals (RFQ & P)
Construction Management Services – Saddleback College
Athletics Stadium and Site Improvements Project**

South Orange County Community College District

General-All project documents including contract documents, drawings, and specifications, shall remain unchanged with the exception of those elements added, revised, deleted, or clarified by this addendum.

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1-1 Questions and Answers

Q1: In the RFQ&P documents it mentions including six hard copies and one electronic copy of the proposal. However, elsewhere it mentions providing five hard copies and then seven hard copies. Could you clarify how many hard copies are required?

A1: Provide 5 hard copies and 1 electronic copy.

Q2: On page 4 under “Introduction & Background”, the fee proposal notes the stadium project is “to have a project team of two construction managers”. On page 15, Exhibit B, 1.3: Key individual assignment, “CM assignment for this PROJECT is one Project Executive, one Project manager, one Project Engineer and an optional Field Engineer”. Please confirm who should be submitted. (1) Two Construction Managers or (2) One Construction Manager, Project Engineer and an optional Field Engineer.

A2: Exhibit B is a Sample Agreement and will be updated to reflect the outcome of this RFQ&P. The goal of this RFP is to have a construction management team of two for the project; this can be comprised of a Construction Manager and a Project Engineer or two Construction Managers; it is up to the submitting firm to provide their best fit to fulfill this service. We are also requesting pricing for an optional Field Engineer in the event SOCCCD opts to proceed with filling this position. Resumes will be solicited at a later date.

Q3: As part of the fee proposal, the request is that the proposer “provide an optional estimate for a Field Engineer/Assistant Project Manager for a 9-month period.” Please confirm our understanding is correct to submit only one additional person as an alternate for this service. Should the resume for the optional GIS individual be provide as part of the fee proposal in the separate sealed envelope?

A3: The proposal form included as Attachment F in the RFQ&P has a line item for this service. This form along with a list of hourly rates for billing for extra work are to be included in the sealed envelope. A resume for alternate service is not required at this time.

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Q4: The fee is submitted in a separate sealed envelope and we have to provide one electronic copy. Is the electronic copy to include a copy of the Fees (Proposal Form and Schedule of Fees)?

A4: No, a copy of the fee statement is not to be included on the electronic version.

Q5: Are letters of recommendation and testimonials included in the page count.

A5: No, the letters of recommendation are not to be included in the page count.

Q6: Will a pre-submittal conference be held by the District?

A6: No.

Q7: What is the scope of the Optional District-wide Mapping project referenced on Page 4?

A7: SOCCCD will execute an agreement to map all utilities at Saddleback College and Irvine Valley College. The Mapping Firm will conduct GPR, video lines, survey, assess utilities, etc. The requested Field Engineer will assist in the day-to-day coordination efforts between the Mapping Firm, the district Project Manager and the college Facilities Departments.

Q8: Will the District-wide Mapping project be performed concurrently with the Stadium?

A8: Yes, it will be performed concurrently.

Q9: What are the budgets for the stadium and mapping projects?

A9: Stadium Construction is approximately \$37M and District-wide Mapping is around \$2M.

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Q10: Please clarify the following on page 5: “The DISTRICT reserves the right to request proposals from CM Firms from outside of the pool at any time.” What pool does this refer to?

A10: This specific statement may be disregarded.

Q11: Please clarify which license number is required for the cover letter on page 8. Is there a license requirement in addition to a California Business License?

A11: Pursuant to Government Code Section 4525€ in the State of California, for public projects such as this, construction management services may only be “provided by a licensed architect, registered engineer or licensed general contractor.” Please provide one of these.

Q12: The Financial Standing section on page 9 states “Documents may be requested...”. Are financial documents required to be included in the SOQ submittal or will financial documents be requested from the selected firm only.

A12: If they are requested, it will be after submission of the RFQ&P. Do not include with your submittal.

Q13: The sample agreement and attachments include reference to personnel (Attachments A and C – site superintendent, PE, estimator, accountant, safety, QA/QC, BIM specialist, RE, RA, etc.) and General Conditions (Attachment B) typically provided by a design-build firm or general contractor. Will the District further update the sample agreement and attachments during discussions/negotiation with the selected firm?

A13: This is a sample agreement, and the hourly rates that you are to include with your fee proposal are to be project specific. If any revisions are required, they will be negotiated, and the final issued agreement will only include those specific personnel/items agreed upon.

Q14: Please clarify the division of responsibility between the design-build firm and CM for Quality Control as referenced on page 20.

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A14: Similar to the DSA Inspector of Record, the CM cannot direct the work, but can and is expected to provide comment and documentation regarding quality of work that is not par with industry standard or specification requirements. Simple example: Contractor used a sonotube that had previously been sitting out in the rain to form a light pole base – the resultant base was not cylindrical. The expectation would be that this would be addressed with the IOR, Design-Build Entity and Owner as needing corrections.

Q15: Please clarify the division of responsibility between the design-build firm and CM for Site Safety as referenced in pages 20-21.

A15: Safety is a team effort, and our weekly jobsite meetings will have a section dedicated to safety. This project is on an operational college campus and safety is paramount. We are asking all to observe, document and inform.

Q16: Is Attachment A, Qualifications Matrix exempt from the total page count?

A16: Yes, Attachment A is exempt from the total page count.

Q17: Tab 6 is for Fees. Are we to insert a tab 6 even though information is provide in a sealed envelope? Will a page following tab 6 count as one of the 30 pages if it has no fee information on it?

A17: Yes, please include a Tab 6. You can list on a single sheet that Fees are included in the sealed envelope; this page will not count toward the total page count.

Q18: Page 2 of the RFP notes services beginning late June 2018. Page 4 of the RFP notes anticipated project start date in May 2018. When do you anticipate the project will commence?

A18: CM services will commence in late June 2018.

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Q20: RFQ&P Page 10 of 46, Section 6 – Professional Fees indicates that a project specific agreement will be on a “lump sum” basis. Will the District consider a Time and Materials (T&M) fee proposal with a not-to-exceed?

A20: Please provide proposal as indicated.

Q21: RFQ&P Page 25 of 46, Attachment B Sample Agreement Article 5, Paragraph 5.2 – Purchase and Maintain Insurance requires a “project specific insurance” policy. Is the District requiring a project specific policy separate and apart from corporate policies which are sufficient to meet the District’s insurance requirements?

A21: A separate policy is not required, however a project specific certificate with all stated requirements is necessary related to additional insureds, waiver or subrogation, etc.