



**South Orange County Community College District**

RFQ&P 386D

Architectural Services

Saddleback College 1st Building at Advanced Technology and Education Park (ATEP)

Addendum No. Three (3)

March 6, 2020

**Nick Newkirk**

Purchasing and Contracts Manager

**Note:**

*All documents remain unchanged except sections or parts added to, revised, deleted and/or clarified by this Addendum.*

1. New document **Proposal Form H: Project Schedule** has been added to this RFQ&P as a required submission form through this Addendum. The New document Proposal Form H: Project Schedule is attached to this Addendum.
2. The scoring matrix on page 16 of the RFQ&P has been revised and replaced in its entirety through this Addendum to reflect the scoring for the new document Proposal Form H: Project Schedule. The revised scoring matrix is attached to this Addendum.

PROPOSAL FORM H  
PROJECT SCHEDULE

Added as a Required Form per Addendum No. 3 on 03/06/20  
(4 Page Limit)

The Firm will work closely with the District and Saddleback College to ensure accurate, timely, and sufficient information necessary is gathered to complete the project. Accordingly, please respond to the following:

1. Firm shall provide detailed illustrative project schedule that includes milestones, timelines for completion and the work plan.
2. What strategies will be employed to ensure that the schedule is adhered to? Describe specific techniques to be adopted for working with the District and College's leadership, faculty, and staff to manage and conduct the data assimilation process and to keep the project on schedule. The proposal should specifically address how the team would balance the reality of deadlines with District's commitment to participatory (shared) governance and deliberative processes.
3. What strategies will be used to assure appropriate participation from District and the College?
4. In order to accomplish timely completion of the project, identify the various constituency groups that the firm anticipates would be part of the process and identify the number of meetings and hours of engagements needed.